



Agenda

Board of Trustees

Regular Meeting

Location: Spring Hill High School, Multipurpose Room

Livestream link: <https://lexrich5.rev.vbrick.com/#/webcasts/boardmeeting>

August 10, 2020

1. Call to order at 6:00 p.m.
2. Approval of the agenda
3. Enter Executive Session to consider the following:
 - a. Selected employment items (*Exhibit A*) (Action)
 - b. Selected employment items (*Exhibit B*) (Information Only)
4. Call to order and convene public hearing on the 2020-2021 General Fund Budget at 7:00 p.m.
5. 2020-2021 budget overview
6. Public participation (regarding 2020-2021 budget proposal)
7. Adjourn
8. Call to order and convene regular meeting
9. Welcoming remarks – Michael Cates, Chairman, Board of Trustees
10. Invocation – Ken Loveless, Board of Trustees
11. Pledge of Allegiance – Ken Loveless, Board of Trustees
12. Superintendent's Report (Action as necessary)
 - Reentry Plan Overview: Part III
13. Approval of the minutes of the July 13, 2020 board meeting
14. Approval of the minutes of the July 23, 2020 special-called board meeting
15. Public Participation*

ACTION AGENDA

16. Action as Necessary or Appropriate on Matters Discussed in Executive Session
17. Second reading FY2020-21 General Fund Budget (*Exhibit C*)
18. a.) Policies to waive, suspend, or modify: (*Exhibit D*)
 - IHBIB-R “Primary/Pre-Primary Education (Child Development)”
 - IJNDAA “Distance, Online and Virtual Education”
 - ECB “Buildings and Grounds Maintenance”

b.) Policies for adoption: (*Exhibit E*)

 - GBAB “Title IX – Employees”
 - JIA “Title IX – Students”
 - ADD “Face Covering”

DISCUSSION AGENDA

19. Review of Administrative Rules: (*Exhibit F*)
 - IHA-R “Opt-Out of Onsite Instruction”
 - IHA-E “Onsite Instruction Opt-Out Form”
 - JE-R “Student Attendance”
 - KI-R “Visitors to School Facilities”
 - KI-E “Notice”
 - EBC-R (1) “Remote Work”
 - EBC-R (2) “Remote Instruction”
20. Adjourn

INFORMATION AGENDA

21. The next regular scheduled board meeting will be August 24, 2020. Location to be determined.

**The Board welcomes and encourages public participation. We respectfully ask that you adhere to the procedures and the decorum provided in board policy BEDH “Public Participation at Meetings”. Your comments should be limited to three minutes. Questions asked during public participation will be handled in accordance with board policy BEDH.*

COVID-19 NOTICE: Due to federal and state social distancing guidelines, seating capacity at our school board meeting will be limited. A limited number of overflow seating will be provided outside the room where our Board meeting will be held, and the district will live stream board meetings to provide virtual viewing options. Masks will be required in accordance with a Richland County ordinance.



Minutes
Board Meeting – July 13, 2020

The Board of Trustees of School District Five of Lexington and Richland Counties conducted an in-person meeting at The Center for Advanced Technical Studies with the following members present:

Mr. Michael Cates, Chairman
Ms. Beth Hutchison, Vice Chairman (via video/phone conference call)
Mr. Robert Gantt, Secretary (via video/phone conference call)
Mrs. Nikki Gardner
Mrs. Jan Hammond (via video/phone conference call)
Mr. Ken Loveless
Mr. Ed White
Dr. Christina Melton, District Superintendent

The following staff members attended in person or virtually via video/phone conference call:

Mrs. Katrina Goggins, Director, Office of Communications
Mr. Michael Guliano, Chief Instructional Officer
Dr. Michael Harris, Chief Planning and Administrative Officer
Dr. Allison Jacques, Chief Human Resources Officer
Mr. Len Richardson, Chief Finance Officer

A livestream video link was provided to the public for the meeting.

During the July 13, 2020 school board meeting the following took place:

Chairman Cates called the meeting to order at 7:02 p.m. and offered welcoming remarks.

The Invocation and Pledge of Allegiance were given by Chairman Cates.

During the Superintendent's Report, Dr. Christina Melton highlighted recent district events and accolades to include: Adult Education's virtual graduation; The Center for Advanced Technical Studies teacher, Joe Chapman, named SkillsUSA National Advisor of the Year; and Spring Hill High School Teacher, Sarah Gams, named the 2021 South Carolina Teacher of the Year. In addition, an update on the progress and processes of growth forecasting and redistricting was provided by Milone and MacBroom, Inc. Finally, an AccelerateED Committee update was provided which highlighted the progress of the District's reentry plan for the 2020-2021 school year.

The minutes from the June 15, 2020 board meeting were approved.

During public participation, Kim Murphy spoke regarding FOIA, budget and transparency. The following attendees spoke regarding school reentry and concerns related to the COVID-19 mandated closure: James Hugh Ryan, Rebecca Hines, Daniel Aaron Ashley, Cynthia Hope Clark, Dr. Mike Nunnery, and Stacy Reinsel.

ACTION AGENDA

Action was taken as necessary or appropriate on matters discussed in Executive Session: a. Receipt of legal advice regarding Board Policy KLGA; b. Selected employment items (Exhibit A) (Action); c. Selected employment items (Exhibit B)(Information Only).


First reading of the FY2020-21 General Fund Budget was presented by Len Richardson (Exhibit C).

DISCUSSION AGENDA

The meeting was adjourned at 10:52 p.m.

The next regular scheduled board meeting will be held on August 10, 2020 at a location to be determined.

Record of Voting

 <p style="text-align: center;">School District Five of Lexington and Richland Counties Meeting of July 13, 2020</p>		Cates	Gantt	Gardner	Hammond	Hutchison	Loveless	White
1.	M. Loveless S. Hutchison Approve the agenda and enter Executive Session to consider #3, items a, b, and c.	X	A	X	A	X	X	A
2.	M. White S. Gardner Approve the minutes of the June 15, 2020 board meeting	X	X	N	N	X	N	X
3.	M. Loveless S. -- <i>(Alternative Motion ruled out of order by Chairman Cates)</i> Alternative motion to add to the amendment submitted by Mr. White herewith to include the entire letter of March 24, 2020 from me to Dr. Melton referencing construction at Elementary School #13 to include the 32 attachments shown in my letter.	-	-	-	-	-	-	-

A = Absent
AB = Abstain
N = No
X = Yes
R = Recuse

		Cates	Gantt	Gardner	Hammond	Hutchison	Loveless	White
4.	M. Gardner S. Hammond	X	X	X	X	X	X	X
	Action as necessary or appropriate on matters discussed in Executive Session, selected employment items, Exhibit A-Action and selected employment items, Exhibit B-Information Only.							
5.	M. Gardner S. Hammond	X	X	X	X	X	X	X
	Approve first reading FY 2020-21 General Fund Budget as presented and shown in Exhibit C.							
6.	M. Hutchison S. Gardner	X	X	X	X	X	X	X
	Adjourn the meeting at 10:52 p.m.							

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 N = No
 X = Yes
 R = Recuse



Minutes
Special-Called Board Meeting – July 23, 2020

The Board of Trustees of School District Five of Lexington and Richland Counties conducted an in-person meeting at Spring Hill High School with the following members present:

Mr. Michael Cates, Chairman
Ms. Beth Hutchison, Vice Chairman
Mr. Robert Gantt, Secretary (via video/phone conference call)
Mrs. Nikki Gardner
Mrs. Jan Hammond
Mr. Ken Loveless
Mr. Ed White
Dr. Christina Melton, District Superintendent

The following staff members attended in person or virtually via video/phone conference call:

Mrs. Katrina Goggins, Director, Office of Communications
Mr. Michael Guliano, Chief Instructional Officer
Dr. Michael Harris, Chief Planning and Administrative Officer
Dr. Allison Jacques, Chief Human Resources Officer
Mr. Len Richardson, Chief Finance Officer

A livestream video link was provided to the public for the meeting.

During the special-called July 23, 2020 school board meeting the following took place:

Chairman Cates called the meeting to order at 6:00 p.m. and offered welcoming remarks.

The Invocation and Pledge of Allegiance were given by Beth Hutchison.

During public participation, the following attendees spoke regarding school reentry and concerns related to the COVID-19 mandated closure: Eleanor Howe, Deana Berley, Meredith Toshkandi, Beth Bauknight, Shawnette Leach, Stephanie Lipford, Mark Ebert, April Donnelly, and Samantha Morton.

During the Superintendent's Report, Dr. Christina Melton provided an update entitled: Reentry Plan Overview: Part II, which highlighted the progress of the District's reentry plan for the 2020-2021 school year.

ACTION AGENDA

The proposed revisions to the 2020-2021 calendar (Exhibit A) were presented for action.

DISCUSSION AGENDA


The meeting was adjourned at 8:59 p.m.

INFORMATION AGENDA

Administrative Rule IIB-R "Class Size" was presented for information only.

The next regular scheduled board meeting will be held on August 10, 2020 at a location to be determined.

Record of Voting

 School District Five of Lexington and Richland Counties Special-Called Meeting of July 23, 2020		Cates	Gantt	Gardner	Hammond	Hutchison	Loveless	White
1. M. Gardner	S. Hammond	-	-	-	-	-	-	-
Approve the agenda								
2. M. Hutchison	S. Gardner	X	X	X	X	X	X	A
Amend the agenda to move public participation to the time slot right before the Superintendent's Report.								
3. M. Loveless	S. Hutchison	X	X	X	X	X	X	A
Amend the agenda to add adjournment as the last action item.								
4. M. Cates	S. —	X	X	X	X	X	X	A
Approve the amended agenda.								
5. M. Gantt	S. Hutchison	X	X	X	X	X	X	X
Approve proposed revisions to the 2020-2021 calendar as shown in Exhibit A.								
6. M. Hammond	S. Loveless	X	X	X	X	X	X	X
Adjourn the meeting at 8:59 p.m.								


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N = No
X = Yes
R = Recuse



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D., Superintendent

From: A. Len Richardson 
Chief Finance & Operations Officer

Date: August 4, 2020

Re: August 10, 2020 Board Meeting
Action Item
Second Reading - Proposed FY 2020-2021 General Fund Budget

The proposed FY 2020-2021 General Fund Budget will be presented for the second reading.

RECOMMENDATION:

The administration recommends for approval of the second and final reading of the FY 2020-2021 General Fund Budget in the amount of \$198,883,473.

ALR:tl

Attachment

**School District Five
of
Lexington & Richland Counties**



**Second Reading
2020-2021 Proposed General Fund Budget
August 10, 2020
Dr. Christina Melton, Superintendent**

TAB - BUDGET

Revenue

**SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES
PROJECTED REVENUE FY 2020-2021**

	FY 2020 Budgeted Revenue (Amended)	FY 2021 Budgeted Revenue*	Change
REVENUE FROM LOCAL SOURCES			
11100 Tax Levies	52,228,304	52,228,304	0
11120 Vehicle Taxes	13,794,996	13,794,996	0
11130 Delinquent Taxes	1,808,329	1,808,329	0
11140 Penalties & Interest on Taxes	277,000	415,633	138,633
12800 Revenue in Lieu of Taxes	1,509,596	1,552,340	42,744
13000 Tuition	5,000	5,000	0
15100 Interest on Investments	450,000	350,000	(100,000)
19100 Rentals	120,000	120,000	0
19300 Medicaid	125,000	105,000	(20,000)
19500 Refund of Prior Year Expenditures	15,000	15,000	0
19930 Receipt of Insurance Proceeds	25,000	25,000	0
19990 Other Local Revenue	200,000	200,000	0
TOTAL REVENUE FROM LOCAL SOURCES	70,558,225	70,619,602	61,377
REVENUE FROM STATE SOURCES			
31600 School Bus Driver Salaries	1,200,000	1,213,333	13,333
31620 School Bus Driver Worker's Compensation	62,270	61,727	(543)
31800 Fringe Benefits Contributions	20,066,202	20,097,971	31,769
31810 Retiree Insurance	4,960,895	5,440,985	480,090
31860 State Aid to Classroom - Teacher Salary	3,863,887	4,124,175	260,288
33000 Education Finance Act	43,014,681	43,400,000	385,319
38100 Reimbursement For Prop. Tax Relief (Tier I)	10,580,071	10,580,071	0
38200 Homestead Exemption (Tier II)	1,758,200	1,758,200	0
38250 Reimbursement For Prop. Tax Relief (Tier III)	31,656,943	32,371,769	714,826
38300 Merchant's Inventory Tax	213,955	213,955	0
38400 Manufacturer's Depreciation Reimbursement	289,373	296,231	6,858
38900 Motor Carrier Revenue	250,590	276,229	25,639
39900 Other State Revenue	20,000	20,000	0
39930 PEBA On-behalf Payments	1,190,410	1,190,410	0
TOTAL REVENUE FROM STATE SOURCES	119,127,477	121,045,056	1,917,579
OTHER FINANCING SOURCES			
52800 Indirect Costs Transfer and Other	350,000	480,000	130,000
52300 Transfer from EIA	5,758,851	5,717,090	(41,761)
TOTAL OTHER FINANCING SOURCES	6,108,851	6,197,090	88,239
SUBTOTAL	195,794,553	197,861,748	2,067,195
19999 Operational Balance **	4,278,943	1,021,725	(3,257,218)
TOTAL FUNDS AVAILABLE	200,073,496	198,883,473	(1,190,023)

* Revenue projections are subject to change pending approval of H. 5201 General Appropriations Bill, Fiscal Year 2020-2021

** The Board of Trustees approved an addendum to the General Fund budget on January 27, 2020 to utilize \$4,278,943 of the operational balance to pay a \$500 Loyalty bonus for all permanent employees and additional capital funds.

Expenditures

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
1	Salaries	4,401,420	4,941,845	4,683,519	(258,326)	1
2	Fringe Benefits	2,040,024	2,334,648	2,239,824	(94,824)	2
3	Contracted Services	81,745	2,626	2,626	0	3
4	Supplies & Materials	58,108	61,743	60,668	(1,075)	4
5	111 Kindergarten Programs	6,581,297	7,340,862	6,986,637	(354,225)	5
6						6
7	Salaries	12,160,258	13,144,362	13,287,793	143,431	7
8	Fringe Benefits	5,321,000	5,839,260	5,991,670	152,410	8
9	Contracted Services	614,608	6,481	5,621	(860)	9
10	Supplies & Materials	248,975	295,797	297,132	1,335	10
11	112 Primary Programs	18,344,841	19,285,900	19,582,216	296,316	11
12						12
13	Salaries	21,640,583	23,261,822	23,873,810	611,988	13
14	Fringe Benefits	9,133,344	10,046,658	10,361,786	315,129	14
15	Contracted Services	745,871	17,702	17,702	0	15
16	Supplies & Materials	814,787	506,927	507,865	938	16
17	Other Objects	702	0	0	0	17
18	113 Elementary Programs	32,335,286	33,833,109	34,761,164	928,055	18
19						19
20	Salaries	17,289,918	18,877,478	18,994,439	116,961	20
21	Fringe Benefits	7,106,413	7,859,423	8,032,186	172,763	21
22	Contracted Services	802,184	433,867	385,867	(48,000)	22
23	Supplies & Materials	1,349,009	722,464	767,042	44,578	23
24	Capital Outlay	11,134	0	0	0	24
25	Other Objects	885	885	885	0	25
26	114 High School Programs	26,559,543	27,894,117	28,180,420	286,303	26

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
27	Salaries	2,493,165	2,681,886	2,627,847	(54,039)	27
28	Fringe Benefits	1,040,023	1,144,571	1,123,286	(21,285)	28
29	Contracted Services	58,322	10,600	10,600	0	29
30	Supplies & Materials	119,479	115,000	125,000	10,000	30
31	Other Objects	0	0	0	0	31
32	115 CATE-Vocational Programs	3,710,989	3,952,057	3,886,733	(65,325)	32
33						33
34	Salaries	77,112	81,158	209,334	128,177	34
35	Fringe Benefits	36,829	36,948	119,314	82,366	35
36	Contracted Services	895	0	0	0	36
37	Supplies & Materials	0	0	0	0	37
38	118 Montessori	114,836	118,106	328,648	210,543	38
39						39
40	Salaries	923,671	1,006,353	1,083,133	76,780	40
41	Fringe Benefits	389,499	456,020	504,404	48,384	41
42	Contracted Services	98,259	0	0	0	42
43	Supplies & Materials	11,205	2,523	2,854	331	43
44	121 Educable Mentally Handicapped	1,422,634	1,464,896	1,590,391	125,495	44
45						45
46	Salaries	366,870	439,787	445,016	5,229	46
47	Fringe Benefits	152,690	184,841	197,815	12,974	47
48	Contracted Services	10,697	0	0	0	48
49	Supplies & Materials	6,162	3,262	2,306	(956)	49
50	122 Trainable Mentally Handicapped	536,419	627,890	645,137	17,247	50

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
51	Salaries	0	0	0	0	51
52	Fringe Benefits	0	0	0	0	52
53	Contracted Services	0	0	0	0	53
54	Supplies & Materials	704	1,187	1,659	472	54
55	123 Orthopedically Handicapped	704	1,187	1,659	472	55
56						56
57	Salaries	57,341	114,615	115,700	1,085	57
58	Fringe Benefits	21,221	47,348	48,069	721	58
59	Contracted Services	0	0	0	0	59
60	Supplies & Materials	380	1,841	2,029	188	60
61	124 Visually Handicapped	78,942	163,804	165,798	1,994	61
62						62
63	Salaries	269,922	288,135	292,545	4,410	63
64	Fringe Benefits	106,021	116,464	119,341	2,877	64
65	Contracted Services	163	0	0	0	65
66	Supplies & Materials	2,741	2,848	3,761	913	66
67	125 Hearing Handicapped	378,847	407,447	415,647	8,200	67
68						68
69	Salaries	1,594,119	1,756,297	1,894,772	138,475	69
70	Fringe Benefits	665,397	741,542	828,830	87,288	70
71	Contracted Services	132,277	0	0	0	71
72	Supplies & Materials	42,475	78,181	81,935	3,754	72
73	126 Speech Handicapped	2,434,268	2,576,020	2,805,536	229,516	73

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
74	Salaries	3,989,559	4,237,857	4,513,599	275,742	74
75	Fringe Benefits	1,696,661	1,891,768	1,993,959	102,191	75
76	Contracted Services	182,700	0	0	0	76
77	Supplies & Materials	102,661	99,931	100,218	287	77
78	127 Learning Disabilities	5,971,581	6,229,556	6,607,776	378,220	78
79						79
80	Salaries	722,548	850,373	815,267	(35,107)	80
81	Fringe Benefits	326,602	378,924	375,503	(3,421)	81
82	Contracted Services	53,962	0	0	0	82
83	Supplies & Materials	4,884	4,445	3,724	(721)	83
84	128 Emotionally Handicapped	1,107,996	1,233,742	1,194,494	(39,248)	84
85						85
86	Salaries	720,541	782,856	803,697	20,841	86
87	Fringe Benefits	289,633	318,958	348,453	29,495	87
88	Contracted Services	2,497	0	0	0	88
89	Supplies & Materials	0	0	0	0	89
90	129 Early Intervention Services	1,012,671	1,101,814	1,152,150	50,336	90
91						91
92	Salaries	650	0	0	0	92
93	Fringe Benefits	54	0	0	0	93
94	Contracted Services	0	0	0	0	94
95	Supplies & Materials	87	90	90	0	95
96	135 Pre-School Handicapped Speech 3-4	791	90	90	0	96

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
97	Salaries	12,229	12,620	8,257	(4,363)	97
98	Fringe Benefits	4,406	4,791	3,638	(1,153)	98
99	Contracted Services	2,362	0	0	0	99
100	Supplies & Materials	0	0	0	0	100
101	136 Pre-School Handicapped Itinerant 3-4	18,997	17,411	11,894	(5,517)	101
102						102
103	Salaries	1,105,253	1,229,993	1,150,103	(79,890)	103
104	Fringe Benefits	476,955	549,103	513,084	(36,019)	104
105	Contracted Services	38,480	0	0	0	105
106	Supplies & Materials	518	540	540	0	106
107	137 Pre-School Handicapped Self Contained 3	1,621,206	1,779,636	1,663,726	(115,910)	107
108						108
109	Salaries	6,550	6,793	5,644	(1,149)	109
110	Fringe Benefits	2,481	2,666	2,221	(445)	110
111	Contracted Services	0	0	0	0	111
112	Supplies & Materials	0	0	0	0	112
113	138 Pre-School Handicapped Homebased 3	9,031	9,459	7,865	(1,594)	113
114						114
115	Salaries	926,282	1,055,960	1,069,337	13,377	115
116	Fringe Benefits	426,802	488,308	512,064	23,756	116
117	Contracted Services	88,602	12,676	19,576	6,900	117
118	Supplies & Materials	33,342	34,846	30,946	(3,900)	118
119	Other Objects	880	3,500	1,500	(2,000)	119
120	139 Four Year Old Early Childhood	1,475,908	1,595,290	1,633,423	38,133	120

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
121	Salaries	1,244,803	1,298,379	1,442,858	144,479	121
122	Fringe Benefits	522,108	565,075	635,296	70,221	122
123	Contracted Services	20,896	3,132	1,388	(1,744)	123
124	Supplies & Materials	8,684	10,831	12,725	1,894	124
125	Other Objects	0	150	0	(150)	125
126	141 Gifted & Talented Academic	1,796,491	1,877,567	2,092,268	214,701	126
127						127
128	Salaries	329,500	343,669	324,585	(19,084)	128
129	Fringe Benefits	129,251	139,757	135,609	(4,148)	129
130	Contracted Services	0	0	0	0	130
131	Supplies & Materials	0	0	0	0	131
132	143 Advanced Placement	458,751	483,426	460,194	(23,232)	132
133						133
134	Salaries	500	51,392	51,392	0	134
135	Fringe Benefits	41	21,922	21,922	0	135
136	Contracted Services	13,939	8,300	8,300	0	136
137	Supplies & Materials	6,572	50,000	50,000	0	137
138	Other Objects	11,775	11,775	11,775	0	138
139	144 International Baccalaureate	32,827	143,389	143,389	0	139
140						140
141	Salaries	128,557	193,937	193,937	0	141
142	Fringe Benefits	40,407	58,045	58,045	0	142
143	Contracted Services	1,500	16,000	16,000	0	143
144	Supplies & Materials	0	0	0	0	144
145	145 Homebound	170,464	267,982	267,982	0	145

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
146	Salaries	150,531	157,650	161,335	3,685	146
147	Fringe Benefits	58,940	63,819	63,286	(533)	147
148	Contracted Services	4,278	7,020	7,020	0	148
149	Supplies & Materials	1,729	2,875	2,875	0	149
150	148 Gifted & Talented Artistic	215,478	231,364	234,516	3,152	150
151						151
152	Salaries (including Terminal Leave)	1,364,066	2,122,264	603,075	(1,519,189)	152
153	Fringe Benefits	413,010	270,394	282,737	12,343	153
154	Contracted Services	0	2,054,331	2,054,331	0	154
155	Supplies & Materials	0	0	0	0	155
156	149 Other Special Programs	1,777,076	4,446,989	2,940,143	(1,506,846)	156
157						157
158	Salaries	815,001	967,238	816,121	(151,117)	158
159	Fringe Benefits	392,612	477,172	408,476	(68,696)	159
160	Contracted Services	15,156	0	0	0	160
161	Supplies & Materials	21,803	25,379	25,549	170	161
162	161 Autism	1,244,572	1,469,789	1,250,146	(219,643)	162
163						163
164	Salaries	16,200	40,000	40,000	0	164
165	Fringe Benefits	4,811	11,552	11,552	0	165
166	Contracted Services	0	0	0	0	166
167	Supplies & Materials	0	0	0	0	167
168	172 Elementary Summer School 4-8	21,011	51,552	51,552	0	168

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
169	Salaries	57,158	65,000	65,000	0	169
170	Fringe Benefits	16,824	17,999	19,585	1,586	170
171	Contracted Services	0	0	0	0	171
172	Supplies & Materials	0	0	0	0	172
173	173 High School Summer School 9-12	73,982	82,999	84,585	1,586	173
174						174
175	Salaries	111,013	114,933	114,933	0	175
176	Fringe Benefits	36,514	39,436	39,830	394	176
177	Contracted Services	21,951	3,856	3,856	0	177
178	Supplies & Materials	523	800	800	0	178
179	Other Objects	921	691	691	0	179
180	181 Adult Ed Basic Education Program	170,922	159,716	160,110	394	180
181						181
182	Salaries	1,000	0	0	0	182
183	Fringe Benefits	82	0	0	0	183
184	Contracted Services	360	500	500	0	184
185	Supplies & Materials	2,848	4,641	5,130	489	185
186	182 Adult Ed Secondary Education	4,290	5,141	5,630	489	186
187						187
188	Salaries	0	0	0	0	188
189	Fringe Benefits	0	0	0	0	189
190	183 Adult English Literacy	0	0	0	0	190
191						191
192	Salaries	0	0	0	0	192
193	Fringe Benefits	0	0	0	0	193
194	Contracted Services	0	0	0	0	194
195	Supplies & Materials	0	0	0	0	195
196	184 Post Secondary Education Programs	0	0	0	0	196

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
197	Salaries	37,620	38,142	38,719	577	197
198	Fringe Benefits	21,910	23,605	19,539	(4,066)	198
199	Contracted Services	0	0	0	0	199
200	Supplies & Materials	0	0	0	0	200
201	188 Parenting/Family Literacy	59,530	61,747	58,258	(3,489)	201
202						202
203	Salaries	623,944	652,010	659,805	7,795	203
204	Fringe Benefits	179,494	192,428	198,579	6,151	204
205	Contracted Services	0	0	0	0	205
206	Supplies & Materials	0	0	0	0	206
207	Other Objects	20,918	20,800	20,800	0	207
208	190 Pupil Activity - Instructional	824,356	865,238	879,184	13,946	208
209						209
210	Total Instruction	110,566,538	119,779,293	120,249,361	470,069	210

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
211	Salaries	942,739	1,007,806	1,043,908	36,102	211
212	Fringe Benefits	456,556	497,789	528,490	30,701	212
213	Contracted Services	44,374	121,000	121,000	0	213
214	Supplies & Materials	2,058	3,000	3,000	0	214
215	211 Attendance & Social Work	1,445,727	1,629,595	1,696,399	66,804	215
216						216
217	Salaries	3,062,687	3,397,042	3,502,296	105,254	217
218	Fringe Benefits	1,339,284	1,449,980	1,516,793	66,813	218
219	Contracted Services	2,356	3,443	3,443	0	219
220	Supplies & Materials	28,172	33,762	34,440	678	220
221	212 Guidance Services	4,432,499	4,884,227	5,056,972	172,745	221
222						222
223	Salaries	1,741,323	1,860,393	1,928,305	67,912	223
224	Fringe Benefits	750,723	808,664	857,442	48,778	224
225	Contracted Services	29,948	61,702	1,530	(60,172)	225
226	Supplies & Materials	36,650	35,702	33,940	(1,762)	226
227	Other Objects	0	116	0	(116)	227
228	213 Health Services	2,558,644	2,766,577	2,821,216	54,639	228
229						229
230	Salaries	1,119,790	1,184,874	1,201,252	16,378	230
231	Fringe Benefits	440,374	466,692	491,653	24,961	231
232	Contracted Services	4,172	6,000	6,000	0	232
233	Supplies & Materials	5,807	5,850	5,850	0	233
234	214 Psychological Services	1,570,143	1,663,416	1,704,754	41,338	234

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
235	Salaries	85,570	84,053	84,053	(0)	235
236	Fringe Benefits	32,732	34,933	35,427	494	236
237	Contracted Services	0	0	0	0	237
238	Supplies & Materials	837	1,035	1,035	0	238
239	217 Career Specialist Services	119,139	120,021	120,515	494	239
240						240
241	Salaries	1,765,646	1,927,862	1,891,869	(35,993)	241
242	Fringe Benefits	645,329	742,993	733,213	(9,780)	242
243	Contracted Services	610,175	611,752	607,203	(4,549)	243
244	Supplies & Materials	37,019	92,350	92,350	0	244
245	Other Objects	2,128	31,929	31,579	(351)	245
246	221 Improvement of Instruction - Curriculum Development	3,060,297	3,406,886	3,356,213	(50,673)	246
247						247
248	Salaries	1,738,654	1,891,429	1,885,952	(5,477)	248
249	Fringe Benefits	795,463	892,803	911,713	18,910	249
250	Contracted Services	11,026	3,339	1,200	(2,139)	250
251	Supplies & Materials	323,376	335,571	339,391	3,820	251
252	Other Objects	175	175	175	0	252
253	222 Library & Media Services	2,868,694	3,123,317	3,138,430	15,113	253
254						254
255	Salaries	896,833	898,068	910,396	12,328	255
256	Fringe Benefits	354,008	338,712	341,464	2,752	256
257	Contracted Services	0	3,693	13,749	10,056	257
258	Supplies & Materials	270	1,029	540	(489)	258
259	Other Objects	351	351	0	(351)	259
260	223 Supervision of Special Programs	1,251,462	1,241,853	1,266,148	24,295	260

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
261	Salaries	0	1,957	1,957	0	261
262	Fringe Benefits	0	542	542	0	262
263	Contracted Services	88,667	97,882	90,897	(6,985)	263
264	Supplies & Materials	6,289	9,795	9,842	47	264
265	Other Objects	0	0	351	351	265
266	224 Improvement of Instruction - Inservice Training	94,956	110,176	103,589	(6,587)	266
267						267
268	Salaries	61,674	59,076	59,076	0	268
269	Fringe Benefits	17,788	17,682	17,682	0	269
270	Contracted Services	458,393	390,500	390,500	0	270
271	Audit Services	40,710	40,000	40,000	0	271
272	Other Objects	388,929	395,000	503,370	108,370	272
273	231 Board of Education	967,494	902,258	1,010,628	108,370	273
274						274
275	Salaries	339,785	362,519	356,534	(5,985)	275
276	Fringe Benefits	115,516	133,058	122,100	(10,958)	276
277	Contracted Services	12,735	43,419	43,419	0	277
278	Supplies & Materials	9,884	6,723	6,723	0	278
279	Other Objects	2,612	7,100	7,100	0	279
280	232 Office of Superintendent	480,532	552,819	535,876	(16,943)	280

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
281	Salaries	10,520,950	10,977,055	11,052,554	75,499	281
282	Fringe Benefits	4,179,457	4,550,969	4,588,095	37,126	282
283	Contracted Services	154,908	188,075	189,625	1,550	283
284	Supplies & Materials	241,682	271,796	270,544	(1,252)	284
285	Other Objects	37,404	23,502	22,051	(1,452)	285
286	233 School Administration	15,134,401	16,011,397	16,122,869	111,472	286
287						287
288	Salaries	40,133	56,628	77,637	21,009	288
289	Fringe Benefits	17,624	32,318	42,141	9,823	289
290	Contracted Services	403,381	375,750	374,000	(1,750)	290
291	Supplies & Materials	0	0	0	0	291
292	251 Student Trans Fed/Dist Mandated	461,138	464,696	493,778	29,082	292
293						293
294	Salaries	852,713	924,544	944,678	20,134	294
295	Fringe Benefits	342,417	384,875	387,917	3,042	295
296	Contracted Services	86,173	200,941	202,691	1,750	296
297	Supplies & Materials	21,799	53,955	53,955	0	297
298	Capital Outlay	0	0	0	0	298
299	Other Objects	3,189	5,938	5,938	0	299
300	252 Fiscal Services	1,306,291	1,570,253	1,595,179	24,926	300
301						301
302	Contracted Services	0	0	0	0	302
303	Supplies & Materials	0	0	0	0	303
304	Capital Outlay	136,503	0	0	0	304
305	253 Facilities Acquisition and Construction	136,503	0	0	0	305

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
306	Salaries	6,473,305	6,872,351	6,933,211	60,860	306
307	Fringe Benefits	3,035,052	3,379,416	3,435,093	55,677	307
308	Contracted Services	5,535,432	4,146,685	4,012,652	(134,033)	308
309	Public Utilities	897,052	1,075,959	719,000	(356,959)	309
310	Supplies & Materials	1,099,623	1,170,793	1,053,844	(116,949)	310
311	Energy	3,906,032	3,822,624	4,485,312	662,688	311
312	Capital Outlay	1,451,126	83,685	0	(83,685)	312
313	Other Objects	844	0	0	0	313
314	254 Operation & Maintenance of Plant	22,398,466	20,551,513	20,639,112	87,599	314
315						315
316	Salaries	3,530,792	3,698,346	3,781,419	83,073	316
317	Fringe Benefits	1,518,797	1,689,060	1,750,060	61,000	317
318	Contracted Services	137,138	177,130	177,130	0	318
319	Supplies & Materials	53,371	56,500	56,500	0	319
320	Other Objects	0	1,000	1,000	0	320
321	255 Pupil Transportation State Mandated	5,240,098	5,622,036	5,766,109	144,073	321
322						322
323	Salaries	65,500	0	0	0	323
324	Fringe Benefits	6,540	0	0	0	324
325	Other Objects	0	0	0	0	325
326	256 Food Service	72,040	0	0	0	326

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
327	Salaries	230,858	253,768	287,638	33,870	327
328	Fringe Benefits	93,499	106,825	123,784	16,959	328
329	Contracted Services	704,465	734,569	734,184	(385)	329
330	Supplies & Materials	28,904	42,973	42,973	0	330
331	Capital Outlay	9,666	0	0	0	331
332	257 Internal Services	1,067,392	1,138,135	1,188,579	50,444	332
333						333
334	Salaries	172,597	185,058	186,256	1,198	334
335	Fringe Benefits	60,709	68,104	69,285	1,181	335
336	Contracted Services	1,785,855	1,985,605	1,964,725	(20,880)	336
337	Supplies & Materials	92,305	33,540	16,000	(17,540)	337
338	Capital Outlay	6,735	0	0	0	338
339	Other Objects	0	410	410	0	339
340	258 School Security	2,118,201	2,272,717	2,236,675	(36,042)	340
341						341
342	Salaries	698,750	705,843	713,036	7,193	342
343	Fringe Benefits	259,728	277,632	285,934	8,302	343
344	Contracted Services	0	9,500	0	(9,500)	344
345	Supplies & Materials	0	0	0	0	345
346	262 Planning and Administration	958,478	992,975	998,969	5,994	346

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
347	Salaries	372,952	392,722	411,305	18,583	347
348	Fringe Benefits	147,112	166,856	175,032	8,176	348
349	Contracted Services	101,402	179,500	179,500	0	349
350	Supplies & Materials	35,746	30,000	30,000	0	350
351	Other Objects	22,698	12,000	12,000	0	351
352	263 Information Services	679,910	781,078	807,837	26,759	352
353						353
354	Salaries	820,905	826,520	784,763	(41,757)	354
355	Fringe Benefits	327,457	319,429	298,770	(20,659)	355
356	Contracted Services	41,291	27,793	28,744	951	356
357	Supplies & Materials	33,278	30,527	30,527	0	357
358	Other Objects	702	951	0	(951)	358
359	264 Staff Services	1,223,633	1,205,220	1,142,804	(62,416)	359
360						360
361	Salaries	1,597,457	1,772,640	1,766,117	(6,523)	361
362	Fringe Benefits	613,762	709,516	712,167	2,651	362
363	Contracted Services	1,057,494	961,734	1,001,471	39,737	363
364	Supplies & Materials	545,397	160,345	160,520	175	364
365	Capital Outlay	545,666	0	0	0	365
366	Other Objects	176	175	0	(175)	366
367	266 Technology/Data Processing Services	4,359,952	3,604,410	3,640,275	35,865	367

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Function**

Expenditure Accounts		FY 2018- 2019 Actual	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	
368	Salaries	1,496,123	1,518,127	1,646,018	127,891	368
369	Fringe Benefits	447,853	473,751	577,241	103,490	369
370	Contracted Services	122,284	179,832	239,952	60,120	370
371	Supplies & Materials	0	36,000	0	(36,000)	371
372	Other Objects	461,963	383,228	419,228	36,000	372
373	271 Pupil Activities	2,528,223	2,590,938	2,882,440	291,502	373
374						374
375	Total Supporting Services	76,534,313	77,206,513	78,325,365	1,118,853	375
376						376
377	Salaries	0	0	0	0	377
378	Fringe Benefits	0	0	0	0	378
379	Contracted Services	20,129	15,000	15,000	0	379
380	Supplies & Materials	1,165	5,850	5,850	0	380
381	390 Other Community Services	21,294	20,850	20,850	0	381
382						382
383	Total Community Services	21,294	20,850	20,850	0	383
384	Transfers & Payments	28,266	20,000	20,000	0	384
385	412 Payments to Other Governmental Units	28,266	20,000	20,000	0	385
386						386
387	Transfers & Payments	133,232	3,046,840	267,897	(2,778,943)	387
388	425 Transfer to Other Funds	133,232	3,046,840	267,897	(2,778,943)	388
389						389
390	Total Other Financing Uses	161,498	3,066,840	287,897	(2,778,943)	390
391						391
392	Totals	187,283,643	200,073,496	198,883,473	(1,190,023)	392

Expenditure Recap

**Proposed General Fund Expenditures and Other Financing Uses
Comparison of FY 2019-2020 to FY 2020-2021 By Object Group**

Object Group	FY 2019-2020 Amended Budget	FY 2020-2021 Proposed Budget	Change	% Change
Salaries	121,673,484	121,835,798	162,314	0.13%
Fringe Benefits	51,866,046	53,211,940	1,345,895	2.59%
Contracted Services	14,217,894	13,691,002	(526,892)	-3.71%
Supplies & Materials	8,265,871	8,817,984	552,113	6.68%
Capital Outlay	83,685	0	(83,685)	0.00%
Other Objects	899,676	1,038,852	139,176	15.47%
Transfers & Payments	3,066,840	287,897	(2,778,943)	-90.61%
Total	200,073,496	198,883,473	(1,190,023)	-0.59%

TAB - SALARY/SUPPLEMENT SCHEDULES

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES
ADMINISTRATIVE SALARY SCHEDULE
PROPOSED FY 2020-2021

ANNUAL SALARY BASED ON 240 DAYS

Salary Class	STEP																			
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19+
28	68170	69534	71265	72997	74748	76520	78251	80044	81734	83384	84789	86174	87580	88985	90350	91775	93140	94525	95930	97315
29	70206	71612	73384	75176	76989	78822	80614	82427	84199	85930	87356	88761	90207	91612	93099	94525	95951	97376	98822	100248
30	72263	73709	75563	77416	79249	81144	82977	84871	86683	88476	89942	91388	92834	94321	95788	97315	98782	100248	101715	103140
31	74341	75828	77701	79596	81490	83425	85319	87274	89168	90981	92488	93975	95503	97030	98517	100065	101592	103059	104607	106134
32	76378	77905	79840	81816	83771	85767	87702	89698	91612	93507	95054	96602	98171	99698	101246	102855	104423	105951	107519	109067
33	78475	80044	81999	83995	85991	88068	90085	92122	94097	96012	97600	99230	100798	102407	103996	105625	107214	108802	110411	112000
34	80533	82142	84158	86215	88272	90370	92447	94525	96562	98517	100167	101796	103466	105075	106745	108375	110004	111674	113304	114933
35	82549	84199	86317	88415	90513	92671	94790	96949	99006	101042	102753	104444	106073	107804	109434	111145	112815	114505	116196	117866
36	84626	86317	88476	90635	92773	94973	97173	99393	101531	103588	105279	107030	108741	110452	112204	113935	115605	117357	119088	120799
37	86683	88415	90635	92814	95014	97336	99535	101776	103955	106094	107886	109638	111369	113161	114933	116705	118457	120229	122000	123772
38	88720	90492	92773	95014	97315	99617	101878	104199	106419	108640	110432	112224	114057	115850	117662	119495	121288	123060	124913	126726
39	90798	92610	94912	97275	99556	101918	104240	106643	108945	111124	112978	114831	116664	118518	120412	122245	124078	125931	127805	129659
40	92855	94708	97091	99454	101816	104240	106643	109047	111389	113630	115524	117418	119312	121206	123121	125015	126909	128803	130697	132592
41	94892	96786	99250	101674	104036	106562	109006	111450	113854	116175	118110	120045	121939	123895	125850	127805	129720	131655	133590	135524
42	96969	98904	101389	103853	106318	108884	111369	113874	116338	118701	120677	122652	124587	126563	128579	130555	132530	134486	136502	138478
43	99026	101002	103548	106073	108578	111185	113711	116277	118782	121206	123243	125239	127255	129251	131308	133325	135341	137357	139394	141390
44	101063	103079	105707	108253	110860	113487	116094	118721	121267	123711	125809	127866	129883	131960	134058	136095	138172	140209	142286	144364
45	103140	105197	107866	110473	113120	115829	118457	121145	123711	126257	128375	130453	132551	134669	136767	138885	140983	143060	145179	147297
46	105203	107301	109982	112662	115362	118145	120805	123547	126206	128762	130922	133083	135202	137341	139502	141642	143802	145922	148103	150242

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES
TEACHER SALARY SCHEDULE
PROPOSED FY 2020-2021

ANNUAL SALARY BASED ON 190 DAYS

Prior Years Experience	Doctorate Degree 8A	Masters Degree + 30 Hrs	Masters Degree 1A	Bachelors Degree + 18 Hrs 2A	Bachelors Degree 3A
0	52181	48338	44493	40497	38746
1	52391	48511	44660	40746	38878
2	53265	49089	45272	41192	39216
3	53589	49167	45420	41345	39473
4	53944	49277	45597	41496	39654
5	54415	49353	45737	41760	39952
6	55860	50437	46823	42736	40928
7	57308	51522	47906	43748	41941
8	58755	52608	48992	44724	42917
9	60200	53692	50076	45737	43930
10	61646	54777	51161	46714	44905
11	63092	55860	52245	47727	45918
12	64539	56947	53330	48703	46895
13	65986	58031	54415	49715	47906
14	67431	59115	55500	50691	48883
15	68877	60200	56585	51703	49895
16	70323	61285	57669	52679	50872
17	71770	62368	58755	53692	51884
18	73217	63455	59860	54812	52861
19	74235	64322	60666	55356	53531
20	75328	65158	61462	56082	54237
21	76649	66198	62452	56951	55082
22	77407	66859	63076	57516	55630
23	78176	67528	63707	58092	56184
24-26	78957	68941	65108	59194	57248
27+	79746	70391	66542	60320	58338

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES
SUPPORT STAFF SALARY SCHEDULE
PROPOSED FY 2020-2021

Based on 240 Days - 8 Hours per Day

Salary Class	STEP																			
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19+
6	22843	23303	23902	24481	25060	25639	26218	26797	27396	27955	28434	28894	29353	29792	30311	30771	31210	31649	32148	32588
7	24880	25379	26058	26677	27336	27935	28614	29253	29832	30471	30990	31490	32009	32508	33027	33546	34045	34545	35044	35583
8	26957	27496	28195	28874	29553	30271	30950	31629	32348	33007	33566	34125	34644	35204	35763	36322	36841	37380	37939	38498
9	29033	29613	30351	31070	31829	32568	33287	34065	34824	35543	36102	36701	37300	37859	38478	39077	39636	40275	40835	41434
10	31070	31689	32488	33267	34085	34904	35683	36482	37280	38059	38678	39317	39936	40555	41214	41853	42492	43111	43750	44429
11	33147	33806	34644	35523	36362	37220	38059	38918	39756	40555	41254	41913	42612	43251	43930	44628	45327	45946	46665	47364
12	35204	35902	36801	37700	38598	39517	40415	41314	42212	43071	43810	44529	45247	45926	46685	47424	48083	48822	49561	50239
13	37260	37999	38978	39916	40835	41813	42771	43750	44688	45607	46406	47105	47883	48642	49421	50140	50918	51677	52476	53195
14	39317	40096	41094	42113	43111	44109	45148	46166	47164	48103	48922	49740	50559	51298	52116	52935	53754	54513	55331	56150
15	41374	42192	43251	44369	45387	46466	47524	48582	49640	50679	51517	52316	53135	53993	54872	55711	56529	57368	58247	59085
16	43470	44349	45427	46525	47624	48762	49880	50978	52077	53135	54053	54932	55831	56729	58806	58446	59345	60243	61142	62021
17	45507	46426	47564	48742	49880	51038	52196	53394	54553	55691	56589	57548	58426	59365	60323	61262	62200	63119	64037	64996
18	47564	48522	49720	50918	52116	53355	54652	55831	57049	58207	59185	60144	61102	62081	63079	64037	65016	65974	66913	67911
19	49640	50639	51897	53115	54373	55711	56989	58247	59505	60703	61741	62739	63758	64736	65795	66813	67831	68810	69848	70846
20	51677	52716	54033	55331	56649	58007	59305	60663	61961	63259	64297	65355	66394	67432	68530	69569	70627	71645	72723	73782
21	53734	54812	56170	57548	58946	60323	61701	63099	64457	65775	66853	67951	69049	70148	71266	72344	73422	74521	75619	76717
22	55811	56929	58307	59764	61162	62640	64057	65495	66913	68251	69429	70567	71665	72823	73981	75100	76238	77396	78514	79652
23	57867	59025	60483	61941	63418	64976	66434	67931	69369	70807	72005	73163	74321	75499	76697	77875	79053	80251	81430	82588
24	59924	61122	62640	64177	65695	67252	68790	70327	71865	73323	74541	75779	76997	78195	79433	80651	81869	83087	84345	85563
25	62001	63239	64756	66374	67951	69569	71186	72743	74321	75838	77116	78374	79612	80850	82188	83426	84684	85942	87240	88498
26	64037	65315	66933	68590	70227	71885	73522	75180	76777	78354	79672	80990	82288	83586	84904	86182	87500	88778	90136	91414
27	66094	67412	69089	70787	72444	74181	75898	77616	79273	80850	82248	83606	84924	86282	87620	88997	90335	91673	93031	94349

SCHOOL DISTRICT FIVE OF LEXINGTON & RICHLAND COUNTIES
SUPPLEMENT SCHEDULE FOR SPECIAL DUTIES
Proposed FY 2020-21

Activity	Grades 9 - 12	Grades 6 - 8	Activity	Grades 9 - 12	Grades 6 - 8
Level 1 - Fine Arts			Level 4		
Band Director	5,500	2,000	Beta Club Sponsor	2,500	1,000
Choral Director	3,500	2,000	Dance Club	2,500	
Drama Sponsor	3,500		Drug & Alcohol Abuse Prevention Sponsor	2,500	
Jazz Band Director	3,000		FHA Sponsor	2,500	
Orchestra Director	5,500		Gaming	1,000	
Performing Arts Director		2,000	Interact Sponsor	2,500	
Strings Instructor		2,000	Junior Class Sponsor	2,500	
Level 2			Key Club	2,500	
Academic Quiz Team Coach	4,500	1,750	Literary Magazine Sponsor	2,500	1,000
Newspaper Sponsor	4,500	1,750	Math Counts		1,000
Yearbook Sponsor	4,500	1,750	Math Team Coach	2,500	
Level 3			Mock Trial Coach	2,500	1,000
Assistant Band Director	3,000	1,500	Model UN Coach	2,500	1,000
Civinettes Sponsor	3,000		National Honor Society Sponsor	2,500	
Debate Coach	3,000		Science Team Sponsor	2,500	1,000
DECA Sponsor	3,000		Senior Class Sponsor	2,500	
FBLA Sponsor	3,000		Student Council Sponsor	2,500	1,000
Flag Front/Precision Team Sponsor	3,000		Students in Service Sponsor	2,500	
Robotics Team Coach	3,000	1,500	Unity Council		1,000
SAT Team Coach - Math	3,000		Webmaster	2,500	1,000
SAT Team Coach - Verbal	3,000		Webmaster - Elementary		1,000
School Dance/Precision Team Sponsor	3,000		YADA Sponsor		1,000
VICA Sponsor	3,000				
Department Heads					
All other content areas	2,500		Lead Technician (District Office)	3,000	
Dean (SHHS only)	2,000		Math	5,000	
Department Head - Middle School Level		2,000	Science	5,000	
English Language Arts	5,000		Social Studies	5,000	
Gifted & Talented (AGP)	1,000	1,000	Supervisor of Work Based Learning (CATS)	5,000	
Lead Teacher (fewer than 5 teachers)	1,000	1,000	TTL	2,000	2,000

SCHOOL DISTRICT FIVE OF LEXINGTON & RICHLAND COUNTIES
EXTRACURRICULAR SUPPLEMENT SCHEDULE
PROPOSED FY 2020-2021

DUTY	STEP														
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Assistant Athletic Director	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Baseball/Softball Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Baseball/Softball Varsity Assistant Coach, Junior Varsity Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Baseball/Softball B/C Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Basketball Varsity Head Coach	2,750	2,750	3,125	3,500	3,875	4,250	4,625	5,000	5,375	5,750	6,125	6,500	6,875	7,250	7,625
Basketball Varsity Assistant Coach/Junior Varsity Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Basketball B/C Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Cheerleading Varsity Head Coach - per season (Fall & Winter)	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Cheerleading Junior Varsity Head Coach, B/C Head Coach - per season (Fall & Winter)	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Cross Country Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Cross Country Varsity Assistant Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Football Varsity Assistant Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Football Junior Varsity Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Football B/C Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Golf Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Golf Junior Varsity Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Soccer/Lacrosse Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Soccer/Lacrosse Varsity Assistant Coach/Junior Varsity Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Strength Head Coach - per season (Summer, Fall, Winter & Spring)	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Swim Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Swim Junior Varsity Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Tennis Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Tennis Junior Varsity Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Track Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Track Varsity Assistant Coach/C Team Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Volleyball Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Volleyball Varsity Assistant Coach/Junior Varsity Head Coach/C Team Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Wrestling Varsity Head Coach	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Wrestling Varsity Assistant Coach/Junior Varsity Head Coach/C Team Head Coach	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400
Athletic Trainer Head	1,600	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400	3,600	3,800	4,000	4,200
Athletic Trainer Assistant	800	800	1,000	1,200	1,400	1,600	1,800	2,000	2,200	2,400	2,600	2,800	3,000	3,200	3,400

Varsity Head Football Coach - Paid from Administrator's Schedule

TAB – FEE SCHEDULES

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

ELEMENTARY SCHOOL FEES

PROPOSED
CHANGE

Kindergarten Snack Fee (per month)	\$	6.00		
Elementary School Lunch (per day)	\$	2.75	\$	2.90
Elementary School Breakfast (per day)	\$	1.40	\$	1.50

Additional Subject Specific Materials:

In some courses, a student may be required to purchase materials for his/her use such as skills workbooks, paperbound literary supplements or magazines.

Strings (Elective - per semester)	\$	8.00		
Strings – Instrument Rental Fee (yearly fee for those using school-owned instruments to cover maintenance and repairs)	\$	50.00		

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

INTERMEDIATE SCHOOL FEES

PROPOSED
CHANGE

Intermediate School Lunch (per day)	\$	2.75	\$	2.90
Intermediate School Breakfast (per day)	\$	1.40	\$	1.50

Additional Subject Specific Materials: In some courses a student may be required to purchase materials for his/her use such as skills workbooks, paperbound literary supplements, laboratory manuals or materials, newspapers or textbook supplements. These fees are listed below.

Fifth Grade

Strings (workbook and music - per semester)	\$	8.00
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Sixth Grade

Exploratory - Elective Wheel (per quarter)	\$	4.00
Leadership Exploratory	\$	15.00
Band & Orchestra – Instrument Rental Fee (yearly fee for those using school-owned instruments to cover maintenance and repairs)	\$	50.00
Band (workbook, music, instrument repair/replenish)	\$	16.00
Chorus (workbook and music - per year)	\$	16.00
Strings (workbook and music - per year)	\$	16.00
Technology	\$	35.00

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

MIDDLE SCHOOL FEES

**PROPOSED
CHANGE**

Middle School Lunch (per day)	\$	2.75	\$	2.90
Middle School Breakfast (per day)	\$	1.40	\$	1.50

Additional Subject Specific Materials: In some courses a student may be required to purchase materials for his/her use such as skills workbooks, paperbound literary supplements, laboratory manuals or materials, newspapers, diskettes or textbook supplements. These fees are listed below.

Seventh Grade

Leadership/ProTeam Exploratory (CMS, IMS)	\$	15.00
Exploratory and Fine Arts Electives - per quarter	\$	4.00
Band & Orchestra – Instrument Rental Fee (yearly fee for those using school-owned instruments to cover maintenance and repairs)	\$	50.00
Band (music)	\$	16.00
Chorus (music)	\$	16.00
Strings (music)	\$	16.00
Dance & Theatre/Drama (materials, supplies)	\$	16.00
Athletic participation fee (per sport)	\$	65.00
Technology	\$	35.00

Eighth Grade

Leadership/ProTeam Exploratory (CMS, IMS)	\$	15.00
Exploratory and Fine Arts Electives - per quarter (quarter courses)	\$	4.00
Band & Orchestra – Instrument Rental Fee (yearly fee for those using school-owned instruments to cover maintenance and repairs)	\$	50.00
Band (music)	\$	16.00
Chorus (music)	\$	16.00
Strings (music)	\$	16.00
Dance & Theatre/Drama (materials, supplies)	\$	16.00
Athletic participation fee (per sport)	\$	65.00
Technology	\$	35.00

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES
PROPOSED FY 2020-2021

HIGH SCHOOL FEES

			<i>PROPOSED CHANGE</i>
High School Lunch (per day)	\$	2.75	\$ 2.90
High School Breakfast (per day)	\$	1.40	\$ 1.50

Additional Subject Specific Materials:

In some courses a student may be required to purchase materials for his/her use such as skills workbooks, magazines, paperbound literary supplements, laboratory manuals, newspapers, diskettes, textbook supplements or vocational laboratory materials.

Electives:

Band & Orchestra – Instrument Rental Fee (yearly fee for those using school-owned instruments to cover maintenance and repairs)	\$	50.00
Parking fee (per year)*	\$	50.00
Athletic participation fee (per sport)	\$	65.00
Club participation fee (per year)	\$	10.00
Technology	\$	35.00

**Parking Fee of \$50 will be distributed as follows: \$40 student parking lot maintenance, \$10 offset reduction in canteen sales*

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
359914HH	2D DES STUDIO-FALL HN	\$ 15.00	
3502D2CH	2D DESIGN 1	\$ 15.00	
3503D2CH	2D DESIGN 2	\$ 15.00	
3574APAW	2D DESIGN AP	\$ 30.00	
359915HH	2D DESIGN STUDIO-SPRING HN	\$ 15.00	
350523CH	3D DESIGN 1	\$ 15.00	
350624CH	3D DESIGN 2	\$ 15.00	
3575APAW	3D DESIGN AP	\$ 30.00	
350728HH	3D DESIGN SC-F HN	\$ 15.00	
350729HH	3D DESIGN SC-S HN	\$ 15.00	
3551FOCW	9TH ORCHESTRA 1	\$ 10.00	
500100CW	ACCT 1	\$ 35.00	
500500CW	ACCT 2	\$ 35.00	
401200CH	ACT LANGUAGE ARTS PREPARATION	\$ 24.00	
412500CH	ACT MATH PREPARATION	\$ 24.00	
4599AWCH	ACTING FOR TV AND FILM	\$ 12.00	
5321CTCW	ADVANCED COMPUTER REPAIR AND SERVICE	\$	50.00
537200CW	ADVANCED CYBER SECURITY	\$ 50.00	
537200HW	ADVANCED CYBER SECURITY HN	\$ 50.00	
605600HW	AEROSPACE ENGINEERING HN	\$ 50.00	
569100CW	AGRICULT& BIOSYSTEMS	\$ 50.00	
5691SHCW	AGRICULT& BIOSYSTEMS	\$ 50.00	
5690CTCW	AGRICULT& BIOSYSTEMS 3 WB	\$ 50.00	
569100HW	AGRICULT& BIOSYSTEMS HN	\$ 50.00	
5691SHHW	AGRICULT& BIOSYSTEMS HN	\$ 50.00	
560300CW	ANIMAL SCIENCE	\$ 50.00	
560300HW	ANIMAL SCIENCE HN	\$ 50.00	
5603SHHW	ANIMAL SCIENCE HN	\$ 50.00	
357100AW	AP ART HISTORY	\$ 15.00	
566300CW	AQUACULTURE	\$ 50.00	
566300HW	AQUACULTURE HN	\$ 50.00	
3511AHCH	ART HISTORY	\$ 5.00	
359907CH	ART INTERIOR DES 1	\$ 10.00	
359908CH	ART INTERIOR DES 2	\$ 10.00	
3599AACH	ART: ALT AND ABSTRACT	\$ 15.00	
602000CD	AUTO COL TEC & DES 1	\$ 100.00	
602100CD	AUTO COL TEC & DES 2	\$ 100.00	
6790ACCW	AUTO COLLISION 3 WB	\$ 15.00	
603000CD	AUTO TEC 1	\$ 100.00	
603100CD	AUTO TEC 2	\$ 100.00	
6790ATCW	AUTO TECH 3 WB	\$ 50.00	
353100CW	BAND 1	\$ 8.00	
3535CBCW	BAND 5	\$ 8.00	eliminate
3499BICW	BIOMECHANICS	\$ 6.00	
558300HW	BIOMED INNOV & RESEARCH, HN	\$ 50.00	
569200CW	BIOSYSTEMS MECH & ENG	\$ 50.00	
5692SHCW	BIOSYSTEMS MECH & ENG	\$ 50.00	
569200HW	BIOSYSTEMS MECH & ENG HN	\$ 50.00	
5692SHHW	BIOSYSTEMS MECH & ENG HN	\$ 50.00	
569300HW	BIOSYSTEMS TECH 1 HN	\$ 50.00	
569400HW	BIOSYSTEMS TECH 2 HN	\$ 50.00	

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
606000CD	BUILD CONST 1	\$ 100.00	
606100CD	BUILD CONST 2	\$ 100.00	
6690BCCW	BUILD CONST 3 WB	\$ 50.00	
504400CW	BUS LAW YR	\$ 14.00	
527300CW	BUSINESS FINANCE	\$ 12.00	
5490CFCW	CATS SR INTERNSHIP - F	\$ 5.00	
5490CYCD	CATS SR INTERNSHIP - YEAR	\$ 5.00	
5490CSCW	CATS SR INTERNSHIP -S	\$ 5.00	
456122CH	CERAMICS	\$ 15.00	
3531CWCW	CHAMBERS WINDS 1	\$ 10.00	
3532CWCW	CHAMBERS WINDS 2	\$ 10.00	
3533CWCW	CHAMBERS WINDS 3	\$ 10.00	
3534CWCW	CHAMBERS WINDS 4	\$ 10.00	
35993HHW	CHAMCHOIR 1 HN	\$ 10.00	
35994HHW	CHAMCHOIR 2 HN	\$ 10.00	
580000CW	CHILD DEV 1	\$ 10.00	
580100CW	CHILD DEV 2	\$ 10.00	
3541CHCH	CHOR 1 SEM	\$ 5.00	
3541CHCW	CHORUS 1	\$ 10.00	
3542CHCW	CHORUS 2	\$ 10.00	
605800HW	CIVIL ENG & ARCH, HN	\$ 50.00	
6058CTHW	CIVIL ENG AND ARCH, HN	\$ 50.00	
6099EACW	CLEAN ENERGY APPLICATIONS	\$ 50.00	
638100CW	CLEAN ENERGY APPLICATIONS, CP	\$ 50.00	
6381CTCW	CLEAN ENERGY APPLICATIONS, CP	\$ 50.00	
6099EAHW	CLEAN ENERGY APPLICATIONS, HN	\$ 50.00	
638100HW	CLEAN ENERGY APPLICATIONS, HN	\$ 50.00	
6381CTHW	CLEAN ENERGY APPLICATIONS, HN	\$ 50.00	
638300CW	CLEAN ENERGY INNOVATIONS, CP	\$ 50.00	
6099RDHW	CLEAN ENERGY INNOVATIONS, HN	\$ 50.00	
6383CTHW	CLEAN ENERGY INNOVATIONS, HN	\$ 50.00	
638200CW	CLEAN ENERGY STRATEGIES, CP	\$ 50.00	
6099AAHW	CLEAN ENERGY STRATEGIES, HN	\$ 50.00	
6382CTHW	CLEAN ENERGY STRATEGIES, HN	\$ 50.00	
6099ESCW	CLEAN ENERGY SYSTEMS	\$ 50.00	
638000CW	CLEAN ENERGY SYSTEMS, CP	\$ 50.00	
6380CTCW	CLEAN ENERGY SYSTEMS, CP	\$ 50.00	
6099ESHW	CLEAN ENERGY SYSTEMS, HN	\$ 50.00	
6380CTHW	CLEAN ENERGY SYSTEMS, HN	\$ 50.00	
605300CW	COMP INTEG MANU	\$ 50.00	
6053CTCW	COMP INTEG MANU	\$ 50.00	
5051MTCW	COMP PRG 2	\$ 14.00	
505000CW	COMP PROG 1	\$ 14.00	
5050STHW	COMP PROG 1 HN STEM	\$ 14.00	
5051MTHW	COMP PROG 2 HN	\$ 14.00	
609600CW	COMP SCI AND SOFTWARE ENG	\$ 50.00	
5320CTCW	COMPUTER REPAIR AND SERVICE	\$ 50.00	\$ 50.00
637700CW	COMPUTER SCIENCE PRINCIPALS	\$ 10.00	
3599C1CW	CON CHOIR 1	\$ 10.00	
3599C2CW	CON CHOIR 2	\$ 10.00	
3599C3CW	CON CHOIR 3	\$ 10.00	

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
3531CBCW	CONCERT BAND 1	\$ 10.00	
3532CBCW	CONCERT BAND 2	\$ 10.00	
3533CBCW	CONCERT BAND 3	\$ 10.00	
3534CBCW	CONCERT BAND 4	\$ 10.00	
359920CH	CONT DESIGN 1	\$ 15.00	
359921CH	CONT DESIGN 2	\$ 15.00	
359934HH	CONT DESIGN-F HN	\$ 15.00	
359935HH	CONT DESIGN-S HN	\$ 15.00	
615000CD	COSMETOLOGY 1	\$ 25.00	
615100CD	COSMETOLOGY 2	\$ 25.00	
615200CD	COSMETOLOGY 3	\$ 25.00	
615300CD	COSMETOLOGY 4	\$ 25.00	
3399CRCH	CR JUSTICE 1	\$ 4.00	
3399C1CH	CRIMINAL JUSTICE 1	\$ 4.00	
5720C1CD	CULINARY ARTS 1	\$ 100.00	
5721C2CD	CULINARY ARTS 2	\$ 100.00	
537000CW	CYBER SECURITY FUND	\$ 50.00	
537000HW	CYBER SECURITY FUND HN	\$ 50.00	
4501DNCH	DANCE 1	\$ 8.00	
450200CH	DANCE 2	\$ 8.00	
450300CW	DANCE 3	\$ 10.00	
450400CW	DANCE 4	\$ 10.00	
4504HNHW	DANCE 4 HN	\$ 15.00	
355500CW	DANCE 5 CP	\$ 10.00	
355500HW	DANCE 5 HN	\$ 15.00	
4599D1CW	DAZZLER 1	\$ 10.00	
4599D2CW	DAZZLER 2	\$ 10.00	
4599D3CW	DAZZLER 3	\$ 10.00	
4599D4CW	DAZZLER 4	\$ 10.00	
532600CW	DB PROG WITH PL/SQL	\$ 15.00	
455000CH	DIGITAL ART	\$ 10.00	
612000CD	DIGITAL ART AND DESIGN 1	\$ 100.00	
612100CD	DIGITAL ART AND DESIGN 2	\$ 100.00	
359911HH	DIGITAL ART STUDIO FALL HN	\$ 15.00	
359912HH	DIGITAL ART STUDIO-SPRING HN	\$ 15.00	
6052HNHW	DIGITAL ELEC HN	\$ 50.00	
6052CTHW	DIGITAL ELEC HN (CENTER)	\$ 50.00	
605200CW	DIGITAL ELECTRON	\$ 50.00	
6052CTCW	DIGITAL ELECTRON (CENTER)	\$ 50.00	
5030MMCW	DIGITAL MULTIMEDIA	\$ 20.00	
506100CW	DISCOVERING COMPUTER SCIENCE	\$ 12.00	
352100CH	DRAWING 1, CP	\$ 15.00	
352100HH	DRAWING 1, HN STUDIO CONCEN	\$ 15.00	
3572APAW	DRAWING AP	\$ 30.00	
570000CW	EARLY CHILD ED 1	\$ 25.00	
570100CW	EARLY CHILD ED 2	\$ 25.00	
628700CD	ELECTRICITY 1	\$ 100.00	
628800CD	ELECTRICITY 2	\$ 100.00	
628900CD	ELECTRICITY 3	\$ 100.00	
6690E3CW	ELECTRICITY 3 WB	\$ 50.00	
6054HNHW	ENG D&D HN	\$ 50.00	

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
6054CTHW	ENG D&D HN (CENTER)	\$ 50.00	
605400CW	ENGINEERING D&D	\$ 50.00	
540000CW	ENTREP	\$ 10.00	
562600CW	ENVIR & NATURAL RES MGMT	\$ 50.00	
562600HW	ENVIR & NATURAL RES MGMT	\$ 50.00	
3349HNHH	ENVIRONMENTAL SYSTEMS, HN	\$ 4.00	
567900HW	EQUINE SCIENCE HN	\$ 50.00	
6099EECW	EXPLORING THE E'S	\$ 6.00	
6127FPHW	FILM PRODUCTION HN	\$ 50.00	
651400CD	FIRE FIGHTER 1	\$ 100.00	
651500CD	FIRE FIGHTER 2	\$ 100.00	
582400CW	FOODS 1	\$ 20.00	
582500CW	FOODS 2	\$ 25.00	
564200CW	FORESTRY	\$ 50.00	
564200HW	FORESTRY - HN	\$ 50.00	
33999FCH	FR SUCCESS-F	\$ 10.00	
33999SCH	FR SUCCESS-S	\$ 10.00	
535200CW	GAME DESIGN AND DEV	\$ 14.00	
500700CW	GOOGLE APPS	\$ 10.00	
455600CH	GRAPHIC DESIGN AND ADVERTISING	\$ 12.00	
4599G1CW	GUARD AND DANCE 1	\$ 10.00	
4599G2CW	GUARD AND DANCE 2	\$ 10.00	
4599G3CW	GUARD AND DANCE 3	\$ 10.00	
4599G4CW	GUARD AND DANCE 4	\$ 10.00	
356700CH	GUITAR 1	\$ 10.00	
458000CH	GUITAR 2	\$ 10.00	
555000CW	HEALTH SCIENCE 1	\$ 20.00	
555100CW	HEALTH SCIENCE 2	\$ 30.00	
555200CW	HEALTH SCIENCE 3	\$ 30.00	
556000CW	HEALTH SCIENCE CLINICAL STUDY	\$ 30.00	
3533HNHW	HN BAND 3	\$ 10.00	
3534B4HW	HN BAND 4	\$ 10.00	
3535B5HW	HN BAND 5	\$ 10.00	eliminate
547600CW	HOSP MGMT AND OPR	\$ 20.00	
519001CH	HOSP MGT AND OP - WB	\$ 10.00	
547700CW	HOSP MGT AND OP 2	\$ 10.00	
558100CW	HUMAN BODY SYSTEMS - CP	\$ 50.00	
558100HW	HUMAN BODY SYSTEMS HN	\$ 50.00	
356CBHIW	IB BAND HL 2	\$ 25.00	
356BBHIW	IB BAND HL-1	\$ 25.00	
356ABSIW	IB BAND SL	\$ 50.00	
381B00IW	IB BUS & MAN HL 1	\$ 25.00	
381C00IW	IB BUS & MAN HL 2	\$ 25.00	
450B00IW	IB DANCE HL 1	\$ 50.00	
450D00IW	IB DANCE HL 2	\$ 50.00	
450A00IW	IB DANCE SL	\$ 50.00	
450C00HW	IB DANCE SL SEMINAR	\$ 50.00	
326B00HW	IB Environ Sys and Societies SL Sem	\$ 50.00	
326A00IW	IB ENVIRONMENTAL SYSTEMS SL	\$ 50.00	
356CRHIW	IB ORCHESTRA HL 2	\$ 25.00	
356BRHIW	IB ORCHESTRA HL-1	\$ 25.00	

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
356ARSIW	IB ORCHESTRA SL	\$ 50.00	
338B00IW	IB Philo HL 1	\$ 25.00	
338C00IW	IB PHILO HL 2	\$ 25.00	
351D00IW	IB VIS ARTS HL 2	\$ 25.00	
351A00IW	IB VISUAL ARTS A SL YR	\$ 50.00	
502000CW	INTEGRATED BUS APPS 1	\$ 20.00	
503200CW	INTERNATIONAL BUS & MARK	\$ 12.00	
605100CW	INTRO ENG DES	\$ 50.00	
6051CTCW	INTRO ENG DES (CENTER)	\$ 50.00	
565000CW	INTRO TO HORTICULTURE	\$ 20.00	
5205IMCW	INTRO TO MEDIA TECH	\$ 20.00	
354000CW	INTRO TO ORCH	\$ 10.00	
355000CW	INTRO TO ORCH	\$ 10.00	
353600CW	INTRO TO PERCUSSIVE ARTS	\$ 10.00	
452700EW	INTRO TO THEATRE	\$ 12.00	
561300HW	INTRO TO VET SCIENCE, HN	\$ 50.00	
353700CW	INTRO TO WORLD PERCUSSION	\$ 10.00	
353600CW	INTRODUCTION TO PERCUSSIVE ARTS	\$ 10.00	
502500CW	IT FUNDAMENTALS	\$ 50.00	
5390CTCW	IT FUNDAMENTALS WBL	\$ 50.00	
4531JZCW	JAZZ ENSEM 1	\$ 10.00	
4532JZCW	JAZZ ENSEM 2	\$ 10.00	
4533JZCW	JAZZ ENSEM 3	\$ 10.00	
4534JZCW	JAZZ ENSEM 4	\$ 10.00	
375100CW	JROTC 1	\$ 15.00	
3751AFCW	JROTC 1	\$ 15.00	
375200CW	JROTC 2	\$ 15.00	
3752AFCW	JROTC 2	\$ 15.00	
375300CW	JROTC 3	\$ 15.00	
3753AFCW	JROTC 3	\$ 15.00	
375400CW	JROTC 4	\$ 15.00	
3754AFCW	JROTC 4	\$ 15.00	
3751DBCW	JROTC D&B 1	\$ 15.00	
3752DBCW	JROTC D&B 2	\$ 15.00	
3753DBCW	JROTC D&B 3	\$ 15.00	
3754DBCW	JROTC D&B 4	\$ 15.00	
3752ADCW	JROTC DR 2	\$ 15.00	
3752DRCW	JROTC DR 2	\$ 15.00	
3753ADCW	JROTC DR 3	\$ 15.00	
3754ADCW	JROTC DR 4	\$ 15.00	
3753DRCW	JROTC DRILL 3	\$ 15.00	
3754DRCW	JROTC DRILL 4	\$ 15.00	
359925CH	LAND ARC GARD-3D	\$ 12.00	
651100CD	LAW ENF SERV 2	\$ 100.00	
651000CD	LAW ENFORC SVC 1	\$ 100.00	
623000CD	MACHINE TECHNOLOGY 1	\$ 100.00	
623100CD	MACHINE TECHNOLOGY 2	\$ 100.00	
3225HNHW	MARINE SCIENCE HN	\$ 25.00	
543100CW	MARKET MGMT	\$ 10.00	
542100CW	MARKETING	\$ 10.00	
621000CD	MECHATRONICS 1	\$ 100.00	

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES
PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
621100CW	MECHATRONICS 2	\$ 50.00	
621200CW	MECHATRONICS 3	\$ 50.00	
5540MTCW	MED TERM	\$ 25.00	
5299CTHW	MEDIA 4 - FILM PRODUCTION HN	\$ 50.00	
6124CTCW	MEDIA TECHNOLOGY 1 (CENTER)	\$ 50.00	
6125CTCW	MEDIA TECHNOLOGY 2 (CENTER)	\$ 50.00	
6126CTCW	MEDIA TECHNOLOGY 3 (CENTER)	\$ 50.00	
6127CTCW	MEDIA TECHNOLOGY 4, CP (CENTER)	\$ 50.00	
6127CTHW	MEDIA TECHNOLOGY 4, HN (CENTER)	\$ 50.00	
558200HW	MEDICAL INTERVENTIONS HN	\$ 50.00	
450500CW	MODERN WORLD DANCE	\$ 8.00	
457100CH	MONOPRINT MANIA	\$ 6.00	
4599MTCW	MUS THEORY 1	\$ 8.00	
356500EW	MUSIC APPRECIATION 105	\$ 10.00	
3576APAW	MUSIC THEORY AP	\$ 8.00	
3699MYCH	MYTHOLOGY	\$ 10.00	
531000CW	NETWORK 1	\$ 50.00	
531000HW	NETWORK 1 HN	\$ 50.00	
531100CW	NETWORK 2	\$ 50.00	
531100HW	NETWORK 2 HN	\$ 50.00	
5324OOCW	ORACLE 1	\$ 15.00	
3552AOCW	ORCHEST 2 ADV	\$ 10.00	
3553AOCW	ORCHEST 3 ADV	\$ 10.00	
3554AOCW	ORCHEST 4 ADV	\$ 10.00	
459901CW	ORCHEST MC 1	\$ 10.00	
459902CW	ORCHEST MC 2	\$ 10.00	
459903CW	ORCHEST MC 3	\$ 10.00	
459903HW	ORCHEST MC 3 HN	\$ 10.00	
459904CW	ORCHEST MC 4	\$ 10.00	
459904HW	ORCHEST MC 4 HN	\$ 10.00	
352500CH	PAINTING 1, CP	\$ 15.00	
3531PACW	PERCUSSIVE 1	\$ 8.00	
3532PACW	PERCUSSIVE 2	\$ 8.00	
3533PACW	PERCUSSIVE 3	\$ 8.00	
3534PACW	PERCUSSIVE 4	\$ 8.00	
3531PACW	PERCUSSIVE ARTS 1	\$ 10.00	
3532PACW	PERCUSSIVE ARTS 2	\$ 10.00	
3533PACW	PERCUSSIVE ARTS 3	\$ 10.00	
3534PACW	PERCUSSIVE ARTS 4	\$ 10.00	
513100CW	PERS FIN	\$ 24.00	
3499PTCW	PERSONAL TRAINING	\$ 6.00	
456603CH	PHOTO 1	\$ 9.00	
456704CH	PHOTO 2	\$ 11.00	
359916HH	PHOTOGRAPHY STUDIO FALL HN	\$ 15.00	
359917HH	PHOTOGRAPHY STUDIO SPR HN	\$ 15.00	
454100CW	PIANO 1	\$ 10.00	
454200CW	PIANO 2	\$ 10.00	
558000CW	PRIN OF BIOMED SCI	\$ 50.00	
558000HW	PRIN OF BIOMED SCI HN	\$ 50.00	
605000CW	PRIN OF ENG	\$ 50.00	
6050CTCW	PRIN OF ENG (POE) (PLTW)	\$ 50.00	

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
605000HW	PRIN OF ENG HN	\$ 50.00	
6050CTHW	PRIN OF ENG HN	\$ 50.00	
4371APAW	PSYCHOLOGY AP	\$ 6.00	
350800CH	PUBLIC ART	\$ 15.00	
415000CH	SAT PREPARATION MATH	\$ 24.00	
401100CH	SAT VERBAL PREPARATION	\$ 24.00	
456330HH	SC CERAMICS-F	\$ 15.00	
456331HH	SC CERAMICS-S	\$ 15.00	
359936HH	SC LAND ARC DES-F HN	\$ 15.00	
359937HH	SC LAND ARC DES-S HN	\$ 15.00	
35993SCW	SHOWCHOIR 1	\$ 10.00	
35993SHW	SHOWCHOIR 1 HN	\$ 10.00	
35994SCW	SHOWCHOIR 2	\$ 10.00	
35994SHW	SHOWCHOIR 2 HN	\$ 10.00	
3599S1CW	SINGERS 1	\$ 10.00	
3599S2CW	SINGERS 2	\$ 10.00	
3599S3CW	SINGERS 3	\$ 10.00	
3599S4CW	SINGERS 4	\$ 10.00	
561200HW	SMALL ANIMAL CARE HN	\$ 50.00	
357000CH	SONGWRITING 1	\$ 15.00	
3499SECW	SPORTS & EXERCISE PSY	\$ 6.00	
5555SMCW	SPORTS MED 1	\$ 9.00	
5556SMCW	SPORTS MED 2	\$ 9.00	
5591SMCW	SPORTS MED ASST	\$ 9.00	
575900CW	SPORTS NUTRITION	\$ 10.00	
576000CW	SPORTS NUTRITION 2	\$ 10.00	
4599N1CW	SPRING HILL DANCE COMPANY 1	\$ 10.00	
4599N2CW	SPRING HILL DANCE COMPANY 2	\$ 10.00	
4599N3CW	SPRING HILL DANCE COMPANY 3	\$ 10.00	
4599N4CW	SPRING HILL DANCE COMPANY 4	\$ 10.00	
457626CH	STAIN GLASS 3D-1	\$ 15.00	
457727CH	STAIN GLASS 3D-2	\$ 15.00	
457832HH	STAIN GLASS SC-F HN	\$ 15.00	
457833HH	STAIN GLASS SC-S HN	\$ 15.00	
3799L1CW	STU GOV LEAD	\$ 5.00	
3799L2CW	STU GOV LEAD 2 YR	\$ 5.00	
3799L3CW	STU GOV LEAD 3 YR	\$ 5.00	
3799L4CW	STU GOV LEAD 4 YR	\$ 5.00	
3531SWCW	SYMPH W1	\$ 8.00	
3532SWCW	SYMPH W2	\$ 8.00	
3533SWCW	SYMPH W3	\$ 8.00	
3534SWCW	SYMPH W4	\$ 8.00	
3531SBCW	SYMPHBAND 1	\$ 10.00	
3532SBCW	SYMPHBAND 2	\$ 10.00	
3533SBCW	SYMPHBAND 3	\$ 10.00	
3534SBCW	SYMPHBAND 4	\$ 10.00	
3531SWCW	SYMPHONIC WINDS 1	\$ 10.00	
3532SWCW	SYMPHONIC WINDS 2	\$ 10.00	
3533SWCW	SYMPHONIC WINDS 3	\$ 10.00	
3534SWCW	SYMPHONIC WINDS 4	\$ 10.00	
373500EW	TEACHER CADET PROGRAM	\$ 11.00	

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

PROPOSED FY 2020-2021

COURSE FEES

COURSE NUMBER	TRANSCRIPT NAME	COURSE FEE	<i>Proposed Change</i>
452500CW	TECH THEATRE ARTS	\$ 12.00	
452100CH	THEATRE 1	\$ 12.00	
452200CW	THEATRE 2	\$ 12.00	
452300CW	THEATRE 3 - ADVANCED ACTING	\$ 12.00	
452400CW	THEATRE 4	\$ 12.00	
4524T4HW	THEATRE 4 HN	\$ 12.00	
4599T5HW	THEATRE 5 HN	\$ 12.00	
515000CW	VIRTUAL ENTRPRISE 1	\$ 10.00	
515100CW	VIRTUAL ENTRPRISE 2	\$ 10.00	
3501D1CH	VISUAL ARTS FOUNDATION	\$ 6.00	
634000CD	WELDING TECH 1	\$ 100.00	
634100CD	WELDING TECH 2	\$ 100.00	
634200CD	WELDING TECH 3	\$ 100.00	
567400CW	WILDLIFE MGT	\$ 50.00	
567400HW	WILDLIFE MGT - HN	\$ 50.00	
3099WWCH	WOMEN WRITERS	\$ 5.00	
357800CW	WORLD PERC 2 - TAIKO	\$ 50.00	
357900CW	WORLD PERC 3 - STEEL DR	\$ 58.00	

TAB – OTHER SCHEDULES

School District Five of Lexington & Richland Counties
School Supply Per Pupil Funding Allocations
FY 2020-2021

Instructional Supplies	
Kindergarten	\$65.00
Grades 1-3	\$75.00
Grade 4-8	\$75.00
Grades 9-12	\$130.00
Special Education - K	\$75.00
Special Education - Grades 1-8	\$85.00
Special Education - Grades 9-12	\$140.00

Support Supplies	
Guidance	\$2.00
Nurse	\$2.00
Media Center	\$20.00
School Administration	\$15.00

Other Programs		
School	Instructional Supplies	Support Supplies
Academy for Success	\$9,900	\$6,500
Center for Advances Technical Studies	\$125,000	\$10,000

Exhibit D

IHBIB-R “Primary/Pre-Primary Education (Child Development)”

IJNDAA “Distance, Online and Virtual Education”

ECB “Buildings and Grounds Maintenance”



MEMORANDUM

To: Members of the Board of Trustees

Through: Dr. Christina S. Melton, Ed.D.
Superintendent

From: Michael Guliano *mb*
Chief Instructional Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting
Action Item
Administrative Rule IHBIB-R Primary/Pre-Primary Education (Child Development)

We are recommending to the Board of Trustees that Administrative Rule IHBIB-R be waived for the duration of the hybrid scheduling model. This Administrative Rule will be reinstated upon shifting to a traditional scheduling model.

I will be present at the Board Meeting to answer any questions you may have regarding this information.

Exhibits: Administrative Rule IHBIB-R Primary/Pre-Primary Education (Child Development)

AR IHBIB-R Primary/Pre-Primary Education (Child Development)

Issued 2/13

Organization

A major part of the curriculum will be a developmental educational program in a classroom setting.

The district will integrate the planning and direction of a program with the Early Childhood Initiative.

Educational program

Schools will implement the educational program specified by the state department of education or an alternate program approved by the state board of education.

Program length

The classroom program will operate five days a week (or the equivalent) for at least two and one-half hours of instructional time exclusive of breakfast, lunch and transportation. Classroom staff will conduct a minimum of four parent-teacher conferences per year.

Program year for both components will be 190 days of operation for staff (180 days service to children).

Staff ratio and group size

One certified teacher and one teaching assistant will staff each classroom. A maximum of 20 four-year-old children will be in each classroom.

Staffing

The staffing patterns for the child development program will vary according to the size of program and amount of district-level supervision.

Director/head teacher/principal

Ratio requirements

- A director, head teacher or elementary principal will supervise each program. When the child development program is not located in the elementary school, or does not come under the direct supervision of an elementary school principal, the program must meet the following requirements.
 - a child development program serving 120 or more children must employ a full-time director.
 - a child development program serving less than 120 children must employ a head teacher who devotes half time to administration and supervision and half-time to teaching in the center.
 - the director or head teacher will be appropriately certified and highly qualified as required by federal law.

Teacher

Ratio requirements

- There will be a full-time, certified teacher employed for each session serving 20 children per class. Maximum class size is 20 four-year-olds with an adult/child ratio of 1 to 10, using one certified teacher and one assistant.

Qualifications

- Classroom teachers will hold a valid certificate in early childhood education, hold a bachelor's degree in child development or have a bachelor's degree with at least six semester hours in early childhood education and be highly qualified as required by federal law.

Teaching assistant

Ratio requirements

- There will be one teaching assistant for each half-day class with a maximum of 20 children per session.

Qualifications

- Teaching assistants will be highly qualified as established by federal law.

Other staff positions

- The qualifications of all staff providing supervision and/or support services will be not less than the general requirements for other district employees in similar positions (South Carolina Defined Program) and federal law.

Staff development

The district's staff development plan will include and describe appropriate activities in the district's comprehensive plan as required by Act 135. Principals, directors, teachers and teaching assistants will participate in training sponsored by the state department of education.

Evaluation

Program success will involve two evaluation measures.

- Districts will examine their program's success by determining compliance with state board of education regulations.
- Districts will participate in evaluation efforts coordinated by the state department of education to include tracking of eligible children through at least the third grade to determine the program's impact on school success.

Attendance reports

Staff will keep individual records of daily attendance for each child in the program. Schools cannot carry any child in membership after the date of official withdrawal or beyond 10 consecutive days of unlawful absenteeism.

Schools will submit periodic attendance reports to the department of education. The department will establish due dates on an annual basis.

Cumulative records

The school district must begin a permanent record for each child entering the program. The school district will maintain information on the child's growth and development and will forward all information to the child's teacher each year.

Nutrition standards

Schools will provide one nutritional supplement (snack) daily for each child in each session. Participation in a breakfast or lunch program is adequate to meet this requirement for half-day sessions.

Facilities

Schools will provide appropriate and adequate physical facilities. Classrooms must provide a minimum of 35 square feet per child and include a sink area. The bathroom facility must be either within the classroom or close by. Schools must provide outdoor play space at a minimum of 100 square feet per child.

Issued 2/25/13

School District Five of Lexington and Richland Counties



MEMORANDUM

To: Members of the Board of Trustees

Through: Dr. Christina S. Melton, Ed.D.
Superintendent

From: Michael Guliano *MG*
Chief Instructional Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting
Action Item
Policy IJNDAA Distance, Online and Virtual Learning Recommendation

We are recommending to the Board of Trustees that we suspend the following statement for the duration of the 2020-21 school year, to accommodate our virtual scheduling option, FIVE.

"The district will not use distance, online or virtual education courses as the sole medium for instruction in any required subject area for students in grades K through six."

I will be present at the Board Meeting to answer any questions you may have regarding this information.

Exhibits: Policy IJNDAA Distance, Online and Virtual Learning

Policy IJNDAA Distance, Online and Virtual Education

Issued 10/17

Purpose: To establish the board's vision and the basic structure for providing technology-delivered courses as an alternative means of instruction for students.

The district will utilize technology-delivered courses as part of its educational program to increase accessibility and flexibility in the delivery of instruction in the district. In addition to regular, classroom-based instruction, students in the district may earn credit through accredited distance, online or virtual learning courses operated through the district's program and/or the state-run South Carolina Virtual School Program.

District Courses

All technology-delivered programs and courses offered by the district will be consistent with state academic standards and instructional goals of the district, ensuring both the rigor of the course and the quality of instruction. The district will review instructional materials periodically to ensure they meet program standards.

The district will integrate technology-delivered instruction as part of the regular instruction provided by a certified teacher in the district for grades K through 12.

Grades seven and eight

Students in grades seven and eight may earn academic credit to be applied toward graduation requirements by completing technology-delivered courses offered through agencies approved by the board.

A middle school student may earn credit for a distance, online, or virtual learning course under the following circumstances:

- The middle school does not offer the course due to lack of certified personnel.
- The middle school does offer the course, but the student is unable to take it due to an unavoidable scheduling conflict.
- The course will serve as a supplement to extended homebound instruction.
- The district has expelled the student from the regular school setting, but educational services are to be continued.
- The principal, with agreement from the student's parent/legal guardian and teachers, determines the student requires a differentiated or accelerated learning environment.

The school must receive an official record of the final grade before awarding credit toward graduation.

Grades nine through 12

Students in grades nine through 12 may earn a maximum of 12 units of academic credit to be applied toward graduation requirements by completing technology-delivered courses offered through agencies approved by the board.

A student may earn credit for a distance, online, or virtual learning course under the following circumstances:

- The high school does not offer the course due to lack of certified personnel.
- The high school does offer the course, but the student is unable to take it due to an unavoidable scheduling conflict.
- The course will serve as a supplement to extended homebound instruction.
- The district has expelled the student from the regular school setting, but educational services are to be continued.
- The principal, with agreement from the student's parent/legal guardian and teachers, determines the student requires a differentiated or accelerated learning environment.
- The student needs the course for credit recovery.
- The student needs the course to meet graduation requirements.

The school must receive an official record of the final grade before awarding credit toward graduation.

Application for courses

Students applying for permission to take a technology-delivered course must do the following:

- Submit parent approval to the principal or his/her designee.
- Complete prerequisites and provide teacher/counselor recommendations to confirm that he/she possesses the maturity level needed to function effectively in a distance, online, or virtual learning environment.
- Obtain the approval of the principal or his/her designee before enrolling in a technology-delivered course.
- Adhere to the district code of conduct to include rules of behavior, consequences for violations, and signed student agreements.
- Adhere to attendance requirements of the district.

District review committee

The chief instructional officer will establish a committee to review all technology-delivered courses prior to use by the district.

Evaluation

The district will evaluate the educational effectiveness of the technology-delivered courses and the teaching/learning process to include assessments based on state academic standards. The district will use this evaluation to decide whether to grant credit for the course or to continue or discontinue the use of the technology-delivered course.

The school will be responsible for providing applicable in-school supervision and monitoring of students enrolled in the district technology-delivered courses.

[The district will not use distance, online or virtual education courses as the sole medium for instruction in any required subject area for students in grades K through six.](#)

South Carolina Virtual School Program

Students must have permission from the principal or the principal's designee to be enrolled in the South Carolina Virtual School Program.

The high school principal may allow three on-line courses, with VirtualSC program courses, to be included in the three courses during each school year for grades nine through 12.

The district will transcribe the student's final numeric grade to the student's permanent grade and transcript.

Students enrolled in these courses will take final exams and appropriate state assessments in a proctored environment.

Nothing in state law requires the district to provide either home computer equipment or Internet access to a student enrolling in this program.

Cf. IHBG, IHBH

Adopted 6/16/13; Revised 10/23/17

Legal References:

S.C. Code, 1976, as amended:


[Section 59-16-10](#), *et seq.* - South Carolina Virtual School Program.



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D., Superintendent

From: A. Len Richardson
Chief Finance & Operations Officer 

Date: August 5, 2020

Re: August 10, 2020 Board Meeting
Action Item
Policy ECB – Buildings and Grounds Maintenance - Request to Suspend due to COVID-19

Issue:

Due to the unprecedented and potentially overwhelming operation and maintenance needs in response to COVID-19, the district will act as needed to lessen the burden on building principals and allow for needs to be met across the district if needed.

Recommendation:

The administration recommends to temporarily suspend the portion of the policy designating the building principal as supervisor of custodial staff members.

ALR:tl

Attachment – Policy ECB – Buildings and Grounds Maintenance

Policy ECB Buildings and Grounds Maintenance

Issued 11/13

Purpose: To establish the basic structure for maintaining and repairing district property.

The board is aware of the tremendous investment in school facilities. Therefore the district must establish a continuing program for the maintenance of all district property.

The superintendent is responsible for the overall maintenance of buildings and grounds. The school district will maintain plants and equipment in safe and proper working that complies with all state safety regulations. The district will continually upgrade, remodel and repair buildings and equipment as needed.

The board, acting on recommendations from the superintendent, must approve the remodeling, reconditioning and improvement of school buildings.

Each building principal is responsible for operation and maintenance of his/her school and will supervise custodial staff members as they carry out regular operational and normal maintenance duties. Except in emergencies, the district will provide additional maintenance services only upon approval of the superintendent or his/her designee. The board will appropriate funds for maintenance items involving major repairs or renovation.

Volunteer assistance

All major improvements to school grounds that involve major grading or any substantial alteration or improvement of any building will require approval of the board, even though such improvements and alterations are made by parent teacher organizations, student or other groups and involve no expense to the district.

Such groups may be permitted to plant shrubbery and make minor landscaping improvements in school grounds upon the approval of the school principal and the superintendent.

Adopted 2/24/69; Revised 1973, 11/16/81, 1/21/85, 4/2/90, 11/11/13

School District Five of Lexington and Richland Counties

Exhibit E

GBAB “Title IX – Employees”
JIA “Title IX – Students”
ADD “Face Covering”



Memorandum

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.
Superintendent

From: Allison Jacques, Ph.D. *Allison Jacques, Ph.D.*
Chief Human Resources Officer

Date: August 6, 2020

Re: August 10, 2020 Board Meeting
Action Item
Adoption of Proposed New Policy

Issue: Adoption of proposed new policy GBAB "Title IX – Employees."

Recommendation: The administration recommends that the Board waive second reading.

AJ/aw

Attachments - Proposed new policy GBAB "Title IX – Employees"

ADOPT PROPOSED NEW POLICY - AUGUST 10, 2020

Policy

TITLE IX - EMPLOYEES

Code GBAB Issued _____

The District, as required by Title IX of the Education amendments of 1972 and its corresponding regulations ("Title IX"), does not discriminate on the basis of sex in its education programs or activities. Title IX prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex even if those acts do not involve conduct of a sexual nature. The District prohibits discrimination and harassment on the basis of sex or gender in all of its programs and activities by its employees, students or third parties.

The District will respond promptly to actual knowledge of sexual harassment in an education program or activity of the District against a person in the United States in a manner that is not deliberately indifferent. The response will treat complainants and respondents equitably.

Any allegations of inappropriate conduct of a sexual nature that fall outside of this policy will be handled consistent with other applicable Board policies, including the Code of Conduct.

DEFINITIONS

Sexual Harassment

34 CFR § 106.30(a)

Sexual harassment is conduct on the basis of sex that satisfies one or more of the following:

- An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or
- "sexual assault" as defined in 20 USC 1092(f)(6)(A)(v), "dating violence" as defined in 34 USC 12291(a)(10), "domestic violence" as defined in 34 USC 12291(a)(8), or "stalking" as defined in 34 USC 12291(a)(30).

(Note: use of email, internet or other technologies may constitute "sexual harassment" on a similar basis to use of in-person, postal mail, handwritten or other communications)

Education program or activity

34 CFR § 106.44(a)

Includes any locations, events or circumstances over which the district exercised substantial control over both the alleged harasser (respondent) and the context in which the harassment occurred.

Consent

An active agreement to participate in sexual contact or penetration. An active agreement is words and/or conduct that communicates a person's willingness to participate in sexual contact or sexual penetration. Consent may not be given in some circumstances based upon incapacitation, force, coercion or age.

Formal complaint

34 CFR § 106.30(a)

A document filed by a complainant or signed by the Title IX coordinator alleging sexual harassment against a respondent and requesting that the District investigate the allegation of sexual harassment.

The factors that a Title IX coordinator may consider when determining whether to sign a complaint include, but are not limited to:

- Whether there have been other reports of sexual harassment or other relevant misconduct concerning the same Respondent
- Whether or not the incidents occurred while the Respondent was a District student or employee;
- Whether the Respondent threatened further sexual harassment or other misconduct against the Complainant or others;
- Whether the alleged sexual harassment was committed by multiple perpetrators;
- The nature and scope of the alleged sexual harassment including whether the sexual harassment was perpetrated with a weapon;
- The ages and roles of the Complainant and the Respondent;
- Whether the District can pursue the investigation without the participation of the Complainant (e.g., whether there are other available means to obtain relevant evidence of the alleged sexual harassment such as security cameras or physical evidence);
- Whether the report reveals a pattern of perpetration (e.g., perpetration involving illicit use of drugs or alcohol) at a given location or by a particular group.

Complainant

An individual who is alleged to be the victim of conduct that could constitute sexual harassment.

A parent or legal guardian who has the legal authority to act on behalf of his or her child may act as the complainant and file a complaint on behalf of his or her child. 34 CFR §

106.6(g).

Respondent

An individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Days

Any reference to days means a day on which the District is open.

Actual Knowledge

34 CFR § 106.30(a)

Actual knowledge of sexual harassment means notice of sexual harassment or allegations of sexual harassment to the District's Title IX coordinator or *any* District employee.

Burden of Proof

The District will use the preponderance of evidence standard to determine responsibility.

Role of Title IX Coordinator

34 CFR § 106.8(a)

The District administration will designate a Title IX coordinator. The Board authorizes the Title IX coordinator to coordinate the District's required efforts under the law.

The Title IX coordinator's name or title, email address, office address and telephone number will be posted on the District's website and will be included in any handbook provided to employees, students and parents or legal guardians.

Notice requirement

34 CFR § 106.8

In addition to providing notice of the Title IX coordinator's name and contact information, the administration will also provide notice of the District's nondiscrimination policy and grievance procedures, including how to file or report sexual harassment and how the District will respond to applicants for admission and employment, students, and parents or legal guardians.

Training

34 CFR § 106.45(b)

The District administration will ensure that Title IX coordinators, investigators, decision makers, and any person who facilitates an informal resolution process, receive training on the definition of sexual harassment, the scope of the District's education program or activity,

how to conduct an investigation and grievance process, appeals, and informal resolution processes, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The decision makers must also receive training on issues of relevance of questions and evidence. The investigators must also receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence. The administration will make training materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process publicly available on the District's website.

Reporting Allegations

34 CFR § 106.8(a)

Any person may report sex discrimination, including sexual harassment, regardless of whether the person is the alleged victim of the reported conduct, in person, by mail, by telephone, or by email.

The report can be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address, listed for the Title IX coordinator.

Supportive Measures

34 CFR § 106.30(a)

The Title IX Coordinator must promptly contact the complainant (alleged victim) to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain the process for filing a formal complaint.

Supportive measures are non-disciplinary, non-punitive, individualized services, offered as appropriate, as reasonably available, and without charge to a complainant or a respondent before or after the filing of a formal complaint, or where no formal complaint has been filed. Confidentiality of supportive measures must be maintained to the extent that maintaining confidentiality would not impair the ability of the District to provide the supportive measures. (Examples may include counseling, course modification, scheduling changes, mutual restrictions on contact between the parties, and increased monitoring or supervision).

The Title IX Coordinator's prompt response (to offer supportive measures) is required regardless of whether a formal complaint is filed.

Supportive measures offered should be documented.

Response to a Formal Complaint

34 CFR § 106.45(b)(1)

The District's grievance process will:

- Treat parties equitably.
- Require an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence.
- Require that any person designated as a Title IX coordinator, investigator, decision-maker, or any person designated to facilitate an informal process not have a conflict of interest against complainants or respondents generally or against the particular complainant and respondent. The District will ensure required training is provided to these individuals.
- Include a presumption that the respondent is not responsible for the alleged conduct until a determination has been made at the conclusion of the grievance process.
- Include reasonably prompt time frames for conclusion of the grievance process.
- Describe or list the possible disciplinary outcomes and remedies that may be implemented following a determination of responsibility. (See Student Code of Conduct [insert Board policy code] and Staff Code of Conduct [insert Board policy code])
- Include the procedures and permissible reasons for appeal by a respondent or a complainant.
- Describe the range of supportive measures available to complainants and respondents.
- Not require, allow or use evidence or questions that constitute or seek legally privileged information, unless the privilege is waived.

Written Notice

34 CFR § 106.45(b)(2)

Upon receipt of a formal complaint, the District must provide written notice to all known parties in sufficient time to give the respondent time to prepare a response before an initial interview. Written notice must include:

- Notice of grievance process, including any informal resolution process;
- Notice of the allegations, including sufficient detail (i.e., names of known parties, the conduct alleged to be sexual harassment, and the date and location of the alleged conduct, if known) to allow the respondent to prepare a response;
- Statement that the respondent is presumed not responsible for the conduct and that responsibility will be determined at the conclusion of the grievance process;
- Notice of the parties' right to have an advisor (who may be, but is not required to be, an attorney) and to inspect and review evidence; and
- Notice of any provision in the code of conduct that prohibits knowingly making false statements or providing false information in the grievance process.

Dismissal of Complaint
34 CFR § 106.45(b)(3)

The District administration will investigate the allegations in a formal complaint.

The complaint *must* be dismissed if the allegations:

- would not constitute sexual harassment as defined in § 106.30, even if proved;
- did not occur in the district's education program or activity; or
- did not occur against a person in the United States.

The complaint *may* be dismissed:

- if the complainant notifies the Title IX coordinator in writing at any time that he or she wishes to withdraw the complaint or any allegations in it;
- if the respondent's enrollment or employment ends, or;
- if specific circumstances prevent the District from gathering evidence sufficient to reach a determination.

The District will promptly send written notice of dismissal and reasons for dismissal simultaneously to parties. Such a dismissal does not preclude action under other provisions of the District's code of conduct.

Investigation Process
34 CFR § 106.45(b)(5)

When investigating a complaint, the investigator will:

- Ensure that the burden of proof and of gathering evidence rests on the District rather than the parties, except that certain treatment records cannot be obtained without voluntary, written consent from the party or parent;
- Provide an equal opportunity for the parties to present witnesses and evidence;
- Not restrict either party's ability to discuss the allegations or gather and present relevant evidence;
- Provide the parties with the same opportunities to have others present during interviews or other related proceedings, including an advisor who may, but is not required to be, an attorney (the District may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties);
- Provide to a party who is invited or expected to attend, written notice of the date, time, participants, purpose and location of any investigative interview or other meeting with enough time to allow the party to prepare to participate;
- Provide both parties and advisors, if any, an equal opportunity to review all evidence that is directly related to the allegations in the formal complaint, including evidence on which the District does not intend to rely and any

inculpatory or exculpatory evidence from any source; such evidence must be provided prior to the completion of the final investigation and in time to give the parties at least 10 days to prepare a written response, which the investigator must consider prior to completing the investigation report; and

- Prepare a written investigation report that fairly summarizes the relevant evidence and provide the report to the parties and their advisors, if any, at least 10 days before the decision maker makes a determination of responsibility.

Determination of responsibility by decision maker

34 CFR § 106.45(b)(7)

After the investigator has sent the investigative report to the parties, and before a determination has been made regarding responsibility, the decision maker will:

- Provide each party 10 days to respond to the investigative report and the opportunity to submit written, relevant questions that the party wants asked of another party or witness;
- Provide each party with the answers to written questions; and
- Provide for limited follow-up questions from each party.

The decision maker, who cannot be the investigator or the Title IX coordinator, will apply the District's preponderance of the evidence standard and issue a written determination of responsibility that:

- Identifies the allegations that potentially constitute sexual harassment;
- Describes the District's procedural steps taken from the receipt of the complaint through the determination;
- Includes findings of fact supporting the determination;
- Includes conclusions regarding the application of the District's code of conduct to the facts;
- Includes a statement of, and a rationale for, the result as to each allegation, including a determination of responsibility, any disciplinary sanctions, and whether remedies to restore or preserve equal access to the District's education program or activity will be provided to the complainant; and
- Includes procedures and permissible bases for the complainant and respondent to appeal. The written determination must be provided to the parties simultaneously.
- Explains to the other party proposing the questions any decision to exclude a question as not relevant.

Appeals Process

34 CFR § 106.45(b)(8)

Within 10 days of receipt of the determination, either party may appeal a determination of responsibility, or the District's dismissal of a formal complaint or any allegations therein, for

the following reasons:

- A procedural irregularity that affected the outcome;
- New evidence that was not reasonably available at the time of determination and could affect the outcome; or
- Conflict of interest on the part of the Title IX coordinator, investigator, or decision maker that affected the outcome.

For all appeals, the District will provide written notice to both parties of the appeal and provide both parties an equal opportunity to submit a written statement in support of, or challenging, the determination. The parties will have five days to provide their written response.

The appeal must result in a written decision that must be provided to both parties simultaneously.

The decision maker for the appeal cannot be the same person as the decision maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX coordinator; cannot have a conflict of interest; and must receive training (outlined in 34 CFR § 106.45(b)(1)(iii))

Informal Resolution 34 CFR § 106.45(b)(9)

The District cannot offer to facilitate an informal resolution process unless a formal complaint of sexual harassment is filed.

At any point during the formal complaint process, the District may offer to facilitate an informal process that does not require a full investigation, provided both parties are given the required notice of rights, and they consent. This process cannot be used in the context of a complaint that an employee harassed a student. Additionally, at any point prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process.

Emergency removal/administrative leave 34 CFR § 106.44

In cases in which an employee is a respondent, the District may place that employee on administrative leave during the pendency of an investigation and grievance process.

In cases in which a student is a respondent, the District may remove, on an emergency basis, the respondent from the District's educational program or activity provided the District: (i) undertakes an individualized safety and risk analysis and determines that an immediate threat to the physical health or safety of any student or other individual arising from the

allegations of sexual harassment justifies removal and (ii) provides the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision does not modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

Recordkeeping

34 CFR § 106.45(b)(10)

The District will maintain records related to this policy for seven years. Specifically, the District will maintain records pertaining to: (i) each investigation and determination; (ii) any disciplinary sanctions imposed on respondent; (iii) any remedies provided to the complainant; (iv) any appeal and the result thereof; (v) any informal resolution and result; (vi) any materials used to train Title IX coordinators, investigators, decision makers, and any person who facilitates an informal resolution process.

The District shall also create and maintain records related to any action or supportive measures taken in response to a report or complaint of sexual harassment. The records shall document the basis for the District's conclusion that its response was not deliberately indifferent and document that it has taken measures designed to restore or preserve equal access to the District's educational programs or activities. If no supportive measures are provided, the District shall document why such a response was not clearly unreasonable.

Retaliation

34 CFR § 106.71

Neither the District nor any other person may intimidate, threaten, coerce or discriminate against any individual for the purpose of interfering with any right or privilege under Title IX or because the individual made a report, a complaint, testified, assisted, participated in, or refused to participate in any manner in an investigation or proceeding under this policy.

The District shall keep confidential the identity of any individual who made a report or complaint of sexual discrimination or sexual harassment, any complainant, any individual reported as a perpetrator, any respondent and any witness except as permitted under FERPA or as required to carry out the purposes of this policy and its procedures thereunder.

Charging someone with making a materially false statement in bad faith, does not amount to retaliation, provided that a determination regarding responsibility alone is not sufficient to conclude that any party made a materially false statement in bad faith.

Timeline for process

The grievance process will be completed within one hundred and twenty (120) days. Temporary delays and/or extensions of the time frames within this Policy may occur for good cause. Written notice will be provided to the parties of the delay and/or extension of the time frames with explanation of the reasons for such action. Examples of good cause for delay/extensions include, but are not limited to, considerations such as the absence of a party,

a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

Adopted __/__/20

Legal references:

A. Federal statutes:

1. Title IX of the Education Amendments of 1972, 20 USC § 1681, *et seq.* - Prohibits discrimination on the basis of sex.
2. 34 CFR Section 106 *et seq.*
3. 42 U.S.C. 2000e – Prohibits discrimination in employment on the basis of race, color, national origin, religion, or sex.
4. Title VII of the Civil Rights Act of 1964, as amended.



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.
Superintendent

From: Dr. Michael R. Harris
Chief Planning and Administrative Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting
Adopt New Board Policy JIA "Title IX – Students"

Recommendation:

The administration recommends approval of the new Policy JIA "Title IX – Students".

Attachments: New Policy JIA "Title IX – Students"

NEW POLICY

TITLE IX - STUDENTS

Code JIA

The District, as required by Title IX of the Education amendments of 1972 and its corresponding regulations (“Title IX”), does not discriminate on the basis of sex in its education programs or activities. Title IX prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex even if those acts do not involve conduct of a sexual nature. The District prohibits discrimination and harassment on the basis of sex or gender in all of its programs and activities by its employees, students or third parties.

The District will respond promptly to actual knowledge of sexual harassment in an education program or activity of the District against a person in the United States in a manner that is not deliberately indifferent. The response will treat complainants and respondents equitably.

Any allegations of inappropriate conduct of a sexual nature that fall outside of this policy will be handled consistent with other applicable Board policies, including the Code of Conduct.

DEFINITIONS

Sexual Harassment

34 CFR § 106.30(a)

Sexual harassment is conduct on the basis of sex that satisfies one or more of the following:

- An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual’s participation in unwelcome sexual conduct;
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district’s education program or activity; or
- “sexual assault” as defined in 20 USC 1092(f)(6)(A)(v), “dating violence” as defined in 34 USC 12291(a)(10), “domestic violence” as defined in 34 USC 12291(a)(8), or “stalking” as defined in 34 USC 12291(a)(30).

(Note: use of email, internet or other technologies may constitute “sexual harassment” on a similar basis to use of in-person, postal mail, handwritten or other communications).

Education program or activity

34 CFR § 106.44(a)

Includes any locations, events or circumstances over which the district exercised substantial control over both the alleged harasser (respondent) and the context in which the harassment occurred.

Consent

An active agreement to participate in sexual contact or penetration. An active agreement is words and/or conduct that communicates a person's willingness to participate in sexual contact or sexual penetration. Consent may not be given in some circumstances based upon incapacitation, force, coercion or age.

Formal complaint

34 CFR § 106.30(a)

A document filed by a complainant or signed by the Title IX coordinator alleging sexual harassment against a respondent and requesting that the District investigate the allegation of sexual harassment.

The factors that a Title IX coordinator may consider when determining whether to sign a complaint include, but are not limited to:

- Whether there have been other reports of sexual harassment or other relevant misconduct concerning the same Respondent
- Whether or not the incidents occurred while the Respondent was a District student or employee;
- Whether the Respondent threatened further sexual harassment or other misconduct against the Complainant or others;
- Whether the alleged sexual harassment was committed by multiple perpetrators;
- The nature and scope of the alleged sexual harassment including whether the sexual harassment was perpetrated with a weapon;
- The ages and roles of the Complainant and the Respondent;
- Whether the District can pursue the investigation without the participation of the Complainant (e.g., whether there are other available means to obtain relevant evidence of the alleged sexual harassment such as security cameras or physical evidence);
- Whether the report reveals a pattern of perpetration (e.g., perpetration involving illicit use of drugs or alcohol) at a given location or by a particular group.

Complainant

An individual who is alleged to be the victim of conduct that could constitute sexual harassment.

A parent or legal guardian who has the legal authority to act on behalf of his or her child may act

as the complainant and file a complaint on behalf of his or her child. 34 CFR § 106.6(g).

Respondent

An individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Days

Any reference to days means a day on which the District is open.

Actual Knowledge

34 CFR § 106.30(a)

Actual knowledge of sexual harassment means notice of sexual harassment or allegations of sexual harassment to the District's Title IX coordinator or ***any*** District employee.

Burden of Proof

The District will use the preponderance of evidence standard to determine responsibility.

Role of Title IX Coordinator

34 CFR § 106.8(a)

The District administration will designate a Title IX coordinator. The Board authorizes the Title IX coordinator to coordinate the District's required efforts under the law.

The Title IX coordinator's name or title, email address, office address and telephone number will be posted on the District's website and will be included in any handbook provided to employees, students and parents or legal guardians.

Notice requirement

34 CFR § 106.8

In addition to providing notice of the Title IX coordinator's name and contact information, the administration will also provide notice of the District's nondiscrimination policy and grievance procedures, including how to file or report sexual harassment and how the District will respond to applicants for admission and employment, students, and parents or legal guardians.

Training

34 CFR § 106.45(b)

The District administration will ensure that Title IX coordinators, investigators, decision makers, and any person who facilitates an informal resolution process, receive training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process, appeals, and informal resolution processes, and how to

serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The decision makers must also receive training on issues of relevance of questions and evidence. The investigators must also receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence. The administration will make training materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process publicly available on the District's website.

Reporting Allegations

34 CFR § 106.8(a)

Any person may report sex discrimination, including sexual harassment, regardless of whether the person is the alleged victim of the reported conduct, in person, by mail, by telephone, or by email.

The report can be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address, listed for the Title IX coordinator.

Supportive Measures

34 CFR § 106.30(a)

The Title IX Coordinator must promptly contact the complainant (alleged victim) to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain the process for filing a formal complaint.

Supportive measures are non-disciplinary, non-punitive, individualized services, offered as appropriate, as reasonably available, and without charge to a complainant or a respondent before or after the filing of a formal complaint, or where no formal complaint has been filed. Confidentiality of supportive measures must be maintained to the extent that maintaining confidentiality would not impair the ability of the District to provide the supportive measures. (Examples may include counseling, course modification, scheduling changes, mutual restrictions on contact between the parties, and increased monitoring or supervision).

The Title IX Coordinator's prompt response (to offer supportive measures) is required regardless of whether a formal complaint is filed.

Supportive measures offered should be documented.

Response to a Formal Complaint

34 CFR § 106.45(b)(1)

The District's grievance process will:

- Treat parties equitably.
- Require an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence.

- Require that any person designated as a Title IX coordinator, investigator, decision-maker, or any person designated to facilitate an informal process not have a conflict of interest against complainants or respondents generally or against the particular complainant and respondent. The District will ensure required training is provided to these individuals.
- Include a presumption that the respondent is not responsible for the alleged conduct until a determination has been made at the conclusion of the grievance process.
- Include reasonably prompt time frames for conclusion of the grievance process.
- Describe or list the possible disciplinary outcomes and remedies that may be implemented following a determination of responsibility. (See Student Code of Conduct [insert Board policy code] and Staff Code of Conduct [insert Board policy code])
- Include the procedures and permissible reasons for appeal by a respondent or a complainant.
- Describe the range of supportive measures available to complainants and respondents.
- Not require, allow or use evidence or questions that constitute or seek legally privileged information, unless the privilege is waived.

Written Notice

34 CFR § 106.45(b)(2)

Upon receipt of a formal complaint, the District must provide written notice to all known parties in sufficient time to give the respondent time to prepare a response before an initial interview. Written notice must include:

- Notice of grievance process, including any informal resolution process;
- Notice of the allegations, including sufficient detail (i.e., names of known parties, the conduct alleged to be sexual harassment, and the date and location of the alleged conduct, if known) to allow the respondent to prepare a response;
- Statement that the respondent is presumed not responsible for the conduct and that responsibility will be determined at the conclusion of the grievance process;
- Notice of the parties' right to have an advisor (who may be, but is not required to be, an attorney) and to inspect and review evidence; and
- Notice of any provision in the code of conduct that prohibits knowingly making false statements or providing false information in the grievance process.

Dismissal of Complaint

34 CFR § 106.45(b)(3)

The District administration will investigate the allegations in a formal complaint.

The complaint *must* be dismissed if the allegations:

- would not constitute sexual harassment as defined in § 106.30, even if proved;

- did not occur in the district's education program or activity; or
- did not occur against a person in the United States.

The complaint *may* be dismissed:

- if the complainant notifies the Title IX coordinator in writing at any time that he or she wishes to withdraw the complaint or any allegations in it;
- if the respondent's enrollment or employment ends, or;
- if specific circumstances prevent the District from gathering evidence sufficient to reach a determination.

The District will promptly send written notice of dismissal and reasons for dismissal simultaneously to parties. Such a dismissal does not preclude action under other provisions of the District's code of conduct.

Investigation Process

34 CFR § 106.45(b)(5)

When investigating a complaint, the investigator will:

- Ensure that the burden of proof and of gathering evidence rests on the District rather than the parties, except that certain treatment records cannot be obtained without voluntary, written consent from the party or parent;
- Provide an equal opportunity for the parties to present witnesses and evidence;
- Not restrict either party's ability to discuss the allegations or gather and present relevant evidence;
- Provide the parties with the same opportunities to have others present during interviews or other related proceedings, including an advisor who may, but is not required to be, an attorney (the District may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties);
- Provide to a party who is invited or expected to attend, written notice of the date, time, participants, purpose and location of any investigative interview or other meeting with enough time to allow the party to prepare to participate;
- Provide both parties and advisors, if any, an equal opportunity to review all evidence that is directly related to the allegations in the formal complaint, including evidence on which the District does not intend to rely and any inculpatory or exculpatory evidence from any source; such evidence must be provided prior to the completion of the final investigation and in time to give the parties at least 10 days to prepare a written response, which the investigator must consider prior to completing the investigation report; and
- Prepare a written investigation report that fairly summarizes the relevant evidence and provide the report to the parties and their advisors, if any, at least 10 days before the decision maker makes a determination of responsibility.

Determination of responsibility by decision maker

34 CFR § 106.45(b)(7)

After the investigator has sent the investigative report to the parties, and before a determination has been made regarding responsibility, the decision maker will:

- Provide each party 10 days to respond to the investigative report and the opportunity to submit written, relevant questions that the party wants asked of another party or witness;
- Provide each party with the answers to written questions; and
- Provide for limited follow-up questions from each party.

The decision maker, who cannot be the investigator or the Title IX coordinator, will apply the District's preponderance of the evidence standard and issue a written determination of responsibility that:

- Identifies the allegations that potentially constitute sexual harassment;
- Describes the District's procedural steps taken from the receipt of the complaint through the determination;
- Includes findings of fact supporting the determination;
- Includes conclusions regarding the application of the District's code of conduct to the facts;
- Includes a statement of, and a rationale for, the result as to each allegation, including a determination of responsibility, any disciplinary sanctions, and whether remedies to restore or preserve equal access to the District's education program or activity will be provided to the complainant; and
- Includes procedures and permissible bases for the complainant and respondent to appeal. The written determination must be provided to the parties simultaneously.
- Explains to the other party proposing the questions any decision to exclude a question as not relevant.

Appeals Process

34 CFR § 106.45(b)(8)

Within 10 days of receipt of the determination, either party may appeal a determination of responsibility, or the District's dismissal of a formal complaint or any allegations therein, for the following reasons:

- A procedural irregularity that affected the outcome;
- New evidence that was not reasonably available at the time of determination and could affect the outcome; or
- Conflict of interest on the part of the Title IX coordinator, investigator, or decision maker that affected the outcome.

For all appeals, the District will provide written notice to both parties of the appeal and provide both parties an equal opportunity to submit a written statement in support of, or challenging, the determination. The parties will have five days to provide their written response.

The appeal must result in a written decision that must be provided to both parties simultaneously.

The decision maker for the appeal cannot be the same person as the decision maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX coordinator; cannot have a conflict of interest; and must receive training (outlined in 34 CFR § 106.45(b)(1)(iii))

Informal Resolution

34 CFR § 106.45(b)(9)

The District cannot offer to facilitate an informal resolution process unless a formal complaint of sexual harassment is filed.

At any point during the formal complaint process, the District may offer to facilitate an informal process that does not require a full investigation, provided both parties are given the required notice of rights, and they consent. This process cannot be used in the context of a complaint that an employee harassed a student. Additionally, at any point prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process.

Emergency removal/administrative leave

34 CFR § 106.44

In cases in which an employee is a respondent, the District may place that employee on administrative leave during the pendency of an investigation and grievance process.

In cases in which a student is a respondent, the District may remove, on an emergency basis, the respondent from the District's educational program or activity provided the District: (i) undertakes an individualized safety and risk analysis and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal and (ii) provides the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision does not modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

Recordkeeping

34 CFR § 106.45(b)(10)

The District will maintain records related to this policy for seven years. Specifically, the District will maintain records pertaining to: (i) each investigation and determination; (ii) any disciplinary sanctions imposed on respondent; (iii) any remedies provided to the complainant; (iv) any appeal and the result thereof; (v) any informal resolution and result; (vi) any materials used to train Title IX coordinators, investigators, decision makers, and any person who facilitates an informal resolution process.

The District shall also create and maintain records related to any action or supportive measures taken in response to a report or complaint of sexual harassment. The records shall document the basis for the District's conclusion that its response was not deliberately indifferent and document that it has taken measures designed to restore or preserve equal access to the District's educational programs or activities. If no supportive measures are provided, the District shall document why such a response was not clearly unreasonable.

Retaliation

34 CFR § 106.71

Neither the District nor any other person may intimidate, threaten, coerce or discriminate against any individual for the purpose of interfering with any right or privilege under Title IX or because the individual made a report, a complaint, testified, assisted, participated in, or refused to participate in any manner in an investigation or proceeding under this policy.

The District shall keep confidential the identity of any individual who made a report or complaint of sexual discrimination or sexual harassment, any complainant, any individual reported as a perpetrator, any respondent and any witness except as permitted under FERPA or as required to carry out the purposes of this policy and its procedures thereunder.

Charging someone with making a materially false statement in bad faith, does not amount to retaliation, provided that a determination regarding responsibility alone is not sufficient to conclude that any party made a materially false statement in bad faith.

Timeline for process

The grievance process will be completed within one hundred and twenty (120) days. Temporary delays and/or extensions of the time frames within this Policy may occur for good cause. Written notice will be provided to the parties of the delay and/or extension of the time frames with explanation of the reasons for such action. Examples of good cause for delay/extensions include, but are not limited to, considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

Adopted

Legal references:

- A. Federal statutes:
 - 1. Title IX of the Education Amendments of 1972, 20 USC § 1681, *et seq.* - Prohibits discrimination on the basis of sex.
 - 2. 34 CFR Section 106 *et seq.*
 - 3. 42 U.S.C. 2000e – Prohibits discrimination in employment on the basis of race, color, national origin, religion, or sex.
 - 4. Title VII of the Civil Rights Act of 1964, as amended.



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.
Superintendent

From: Dr. Michael R. Harris
Chief Planning and Administrative Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting,
Adopt New Policy ADD "Face Covering"

Recommendation:

To adopt the New Policy ADD "Face Covering" due to COVID-19.

Attachments: New Policy ADD "Face Covering"

FACE COVERING

Code **ADD** Issued

To reduce the spread of the pandemic (COVID-19), the Centers for Disease Control (CDC) recommends that a face covering be worn in public settings when other social distancing measures are difficult to maintain. The district will consider the circumstances in the community and consult local health officials for the implementation of this policy.

Definitions

A *face covering* is a piece of fabric, cloth, or other material that covers the wearer's nose, mouth, and chin simultaneously and is secured to the wearer's face by elastic, ties, or other means. Acceptable face coverings may be homemade, and they may be reusable or disposable.

A *face shield* made of flexible plastic that wraps around the wearer's face and extends below his/her chin may also be used as a face covering.

Staff Members

Staff members are required to wear a face covering while on district property or conducting business on behalf of the district (e.g. driving a bus, conducting a home visit, supervising athletic events, etc.). Staff members include, but are not limited to, salaried and hourly employees, school volunteers, student teachers, and interns. The district will provide masks to staff members and expects that reusable masks will be washed regularly to ensure maximum protection.

Students

All students are required to wear face coverings while on district property, on district transportation, or attending a school related activity (e.g. athletic events, field trips, etc.). Certain classes or activities may be granted a limited exception to this requirement at the discretion of the superintendent or his/her designee. The district will provide masks to students who are unable to provide their own and expects that reusable masks will be washed regularly to ensure maximum protection.

Exceptions for wearing a face covering may include, but are not limited to, the following activities:

- mealtimes
- outdoor recess where students can maintain a physical distance of at least six (6) feet
- administration of medication

Visitors

Non-essential visitors to district buildings will be limited in accordance with administrative rule KI-R, *Visitors*. Visitors include, but are not limited to, parents/legal guardians, contract service providers, and delivery persons. Visitors are required to wear a face covering while on district property.

PAGE 2 - ADD - FACE COVERING

Accommodations

Requests for exceptions under this policy for health or developmental conditions or religious exemption will be considered by the superintendent or his/her designee, who may request documentation justifying the exception.

Students (or parents/legal guardians) who request to be exempted from wearing a face covering for other than a health or developmental condition or religious exemption will be offered virtual learning for the period that face coverings are required on district property.

Harassment and Bullying

The district will not tolerate harassment of anyone wearing face coverings or those with recognized exemptions to the face covering requirement and will appropriately discipline students, staff, or visitors who engage in behavior that interferes with any student or staff member's ability to comply with this policy.

Discipline

Failure or refusal to wear a face covering by a staff member or student may result in discipline in accordance with district policy and codes of conduct, as applicable.

This policy is intended to be effective until further notice and to align with district policies, including, but not limited to, student and staff dress codes. To the extent this policy does not align, this policy will supersede others in accordance with applicable law and regulations in effect at the time. For clarification on potential conflicts between policies, the interpretation of the superintendent or his/her designee is final.

The board authorizes the superintendent or his/her designee to amend these requirements as necessary to meet health and safety guidelines.

Adopted ^

Exhibit F

IHA-R "Opt-Out of Onsite Instruction"

IHA-E "Onsite Instruction Opt-Out Form"

JE-R "Student Attendance"

KI-R "Visitors to School Facilities"

KI-E "Notice"

EBC-R (1) "Remote Work"

EBC-R (2) "Remote Instruction"



MEMORANDUM

To: Members of the Board of Trustees

Through: Dr. Christina S. Melton, Ed.D.
Superintendent

From: Michael Guliano *MB*
Chief Instructional Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting
Review of Administrative Rule IHA-R Opt-Out of Onsite Instruction and
Exhibit Onsite Instruction Opt-Out Form

Review of Administrative Rule IHA-R and Exhibit IHA-E.

I will be present at the Board Meeting to answer any questions you may have regarding this information.

Exhibits: Administrative Rule IHA-R Opt-Out of Onsite Instruction
Exhibit Onsite Instruction Opt-Out Form

OPT-OUT OF ONSITE INSTRUCTION

Code **IHA-R** Issued **MODEL/20**

As the coronavirus (COVID-19) illness continues to threaten the health and safety of the community, the board authorizes the administration to work with parents/legal guardians who opt-out of onsite instruction and choose Flexible Innovative Virtual Education (FIVE) for educational services and instruction for the 2020-2021 school year.

Parents/Legal guardians of elementary students who elect to opt their child out of onsite instruction, will have the option to revisit the decision at the end of the first quarter. Parents/Legal guardians of secondary students will have the option to revisit at the end of the first semester. The district will accept parent/legal guardian requests for returning students to onsite instruction on the above mentioned timeframes. Requests made at other times will be considered based upon the availability of space and other health related considerations, as determined by the district.

Parents/Legal guardians who elect to opt-out of onsite instruction, acknowledge that their child will receive educational services and instruction through an offsite virtual setting determined by the parent/guardian. The administration will develop procedures for any combination of physical instructional packets, virtual or electronic based course meetings and assignments, self-directed or parent/guardian-assisted learning opportunities, and other means available that can be utilized for grading or granting credit in order to satisfy the education requirements or determination of proficiency for students.

Parents/Legal guardians who elect to opt-out of onsite instruction, acknowledge that their child is still subject to district policy for purposes of grading, attendance, discipline, promotion, and any other matter that pertains to the education of students.

Issued ^

ONSITE INSTRUCTION OPT-OUT FORM

I, parent/legal guardian, request that my child receive offsite educational services and instruction through Flexible Innovative Virtual Education (FIVE) for educational services and instruction for the 2020-2021 school year.

I understand and acknowledge that offsite educational services and instruction through FIVE may require that I, at my own expense, furnish equipment, supplies, and technology necessary for my child to fully participate. I further understand and acknowledge that it is my responsibility to ensure that my child can, or has the assistance needed to, operate any equipment, supplies, and technology required for my child to fully participate in offsite educational services and instruction.

I understand that my child is expected to complete all assigned work and return it to the teacher in order to receive a grade or credit and to be considered for promotion in accordance with district policy.

I further understand that failure to complete assigned work may result in a determination that my child be retained or otherwise not earn credit.

I acknowledge that my child is subject to district policy with regard to grading, attendance, promotion, discipline, and any other area relating to the education experience.

I understand that a request to return to onsite instruction can be submitted at the end of the first quarter (elementary) or first semester (secondary).

I understand that my child may have to report in person for assessments that have test security regulations that require face-to-face testing.

(Name of child)

(Signature of parent/legal guardian)

(Date)



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.
Superintendent

From: Dr. Michael R. Harris
Chief Planning and Administrative Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting,
Review of Administrative Rule JE-R "Student Attendance"

Recommendation:

To review of Administrative Rule JE-R "Student Attendance" due to COVID-19.

Attachments: Administrative Rule JE-R "Student Attendance"

STUDENT ATTENDANCE

Code **JE-R** Issued

State law requires all children of compulsory attendance age to regularly attend school. Regular attendance is necessary if students are to make the desired and expected academic progress. Therefore, the board authorizes the administration to implement procedures to ensure student attendance is maintained during the pandemic (COVID-19), ensuring that absences are recorded, and truancy is reported in accordance with policy JH, *Student Absences and Excuses*.

Onsite Attendance

Attendance is determined by whether a student is physically present in a classroom on school grounds or school property. Staff members will take attendance following the normal procedures set forth in district policy.

Students who are not sick, but who are required to quarantine or self-isolate will be provided the opportunity to participate in virtual instruction utilizing various instructional strategies as determined by the district. While under quarantine or self-isolation, such students will be subject to the attendance procedures as set forth below for students regularly receiving virtual instruction.

Students who are sick due to COVID-19 will be considered lawfully absent in accordance with policy JH. If the illness is prolonged, such students will be eligible for medical homebound instruction as set forth in policy IHBF, *Medical Homebound Instruction*.

Virtual Attendance

Attendance is determined by whether a student submits work and participates in activities assigned by the teacher. Students who submit work on a timely basis and participate as instructed will be considered present. Students who do not turn in assignments and participate in virtual learning activities as set forth in classroom procedures will be considered absent. Such absences will be processed in accordance with policy JH.

Students who are sick due to COVID-19 will be considered lawfully absent in accordance with policy JH. If the illness is prolonged, such students will be eligible for medical homebound instruction as set forth in policy IHBF.

Attendance for a Hybrid Schedule

Students participating in a combination of onsite and virtual instruction will be subject to both attendance procedures set forth above. Onsite attendance will be determined by students' physical presence in the classroom and for virtual attendance, students must adhere to the classroom assignment rules established by each teacher to be considered present.

Truancy

State laws and regulations determining absences and truancy are applicable for both onsite and virtual instruction. Staff members will follow policy JH regarding continued absences and the following guidelines:

- When excessive absences become a pattern, the principal or his/her designee will oversee the development and implementation of a written intervention plan designed to improve student attendance.

PAGE 2 - JE-R - STUDENT ATTENDANCE

- When truancy continues following implementation of a written intervention plan, students will be referred to the family court and parents/legal guardians to the Department of Social Services to address truancy issues as outlined in administrative rule JH.

The district will make every effort to ensure that this administrative rule is applied in a fair and consistent manner.

Issued ^

Policy JE Student Attendance

Issued 12/09

Purpose: To establish the basic structure for student attendance.

State law requires all children between the ages of five and 17 to attend regularly a public or private school or kindergarten or be approved by the district or the South Carolina Independent Schools Association for home instruction. A parent/legal guardian whose child or ward is not six years old on or before September 1st of the school year may waive kindergarten attendance for his/her child.

The board expects children to attend school regularly. Regular attendance is necessary if students are to make the desired and expected academic and social progress.

After three consecutive unlawful absences or a total of five unlawful absences, the principal or his/her designee will identify the reasons for the child's continued absence and develop a plan in conjunction with the student and his/her parent/legal guardian to improve future attendance.

Student absences in excess of 10 days, whether lawful or unlawful or a combination thereof will be approved or disapproved by the principal of the school who is the board's official designee. (See board policy [JH](#), Student Absences and Excuses.)

The school year consists of 180 school days. High school students must attend 85 days of each 90-day semester to receive one-half unit of credit. They must attend 170 days through the course of the school year to receive one unit of credit.

During inclement weather and/or other emergency conditions, the board encourages parents/legal guardians to consult local media, to include radio and television stations, the district's web page, and the automated telephone calling system for information regarding school closing(s) and/or early dismissals.

Adopted 9/19/77; Revised 10/15/79, 9/83, 1/21/85, 4/28/86, 3/11/02, 12/14/09

Legal references:

S.C. Code, 1976, as amended:

[Section 59-35-10](#) - Each district to provide a kindergarten program.

[Section 59-63-20\(3\)](#) - Entrance age for kindergarten program.

[Section 59-63-20\(4\)](#) - Entrance age for first grade.

[Section 59-63-20\(6\)](#) - Four-year-olds may attend optional child development programs.

[Section 59-65-10](#) - Compulsory attendance age group in South Carolina includes children ages five through 17; parents may waive compulsory kindergarten attendance requirement.

State Board of Education Regulations:

[R-43-274](#) - Student attendance.

School District Five of Lexington and Richland Counties



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.
Superintendent

From: Dr. Michael R. Harris
Chief Planning and Administrative Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting,
Review of Administrative Rule KI-R "Visitors To School Facilities"

Recommendation:

To review the Administrative Rule KI-R "Visitors To School Facilities" due to COVID-19.

Attachments: Administrative Rule KI-R "Visitors To School Facilities"



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.
Superintendent

From: Dr. Michael R. Harris
Chief Planning and Administrative Officer

Date: August 5, 2020

Re: August 10, 2020 Board Meeting,
Review of Policy KI-E "Notice"

Recommendation:

To review Policy KI-E "Notice" due to COVID-19.

Attachments: Policy KI-E "Notice"

NOTICE

***** School District Five of Lexington/Richland Counties has implemented precautionary measures to protect against the possible spread of the coronavirus (COVID-19). These measures include, but are not limited to, cleaning and disinfecting protocols, physical distancing guidance, limitations on the number of people present for events, and the use of personal protective equipment. There are no assurances that these measures will prevent the spread of COVID-19 at this facility.

By voluntarily entering this facility, individuals are acknowledging that there are inherent risks of exposure at public gatherings and public facilities. These inherent risks that visitors specifically acknowledge include, but are not limited to, injury; illness; hospitalization; chronic health issues arising out of COVID-19; quarantines of an unknown duration to be determined by governing authorities; and death.

Visitors acknowledge that vulnerable individuals, as defined by health officials, are at greater risk of serious complications from exposure.

Visitors will comply with physical distancing measures and maintain a minimum of six (6) feet of distance from others at all times; will wear masks/face coverings while on school property; and will employ healthy hygiene such as washing hands or using hand sanitizer.

Visitors thoroughly understand and agree to comply with this notice and district policy when accessing this facility.



MEMORANDUM

To: Members of the Board of Trustees

Through: Christina S. Melton, Ed.D.
Superintendent

From: Katrina Goggins, Director, Office of Communications
Michael Guliano, Chief Instructional Officer *MG*
Allison Jacques, Ph.D., Chief Human Resources Officer *KG*

Date: August 6, 2020

Re: August 10, 2020 Board Meeting
Review of Administrative Rules EBC-R(1) Remote Work and EBC-R(2) Remote Instruction

The following administrative rules are attached for your review:

- EBC-R(1) Remote Work
- EBC-R(2) Remote Instruction

Attachments - EBC-R(1) Remote Work
EBC-R(2) Remote Instruction

REMOTE WORK

Code **EBC-R(1)** Issued ___/20

In limited situations that necessitate the closure of school and/or district buildings or otherwise disrupt normal operations (e.g. natural disasters, pandemics, etc.), the board authorizes the superintendent to temporarily permit district staff the flexibility of working remotely to provide instruction and to conduct other district business. Such remote work is not an entitlement and in no way changes the terms and conditions of any staff member's employment with the district.

Eligibility

As determined by the superintendent, the essential work functions of some positions may not permit eligibility for remote work (e.g. bus drivers, cafeteria staff, maintenance staff, etc.).

For the duration of the remote work period, staff must, to the extent practicable, comply with all district policies and procedures, including contracts and work schedules and must meet all evaluation performance standards, as appropriate.

Pay

All non-exempt staff who work remotely will be paid for hours worked at their regular hourly rate of pay. Overtime must be approved in advance. Exempt staff will receive their regular pay, as appropriate.

Remote work may not be used in lieu of taking sick or personal leave. Such leave should be requested in accordance with S.C. Code 59-1-400, and as set forth in administrative rule GCC-R.

Availability and Productivity

Staff members are expected to maintain work productivity and prioritize district business during the workday.

Staff members will be responsive during their scheduled work hours and must be accessible by email and/or phone during these hours unless otherwise approved in advance by their direct supervisor.

Staff members are required to attend meetings as directed by their supervisor, whether such meetings are held virtually or in-person and will make themselves available to attend such scheduled work meetings as requested.

Work Location and Safety

Staff members are responsible for timely notifying the district of any injuries they may sustain while at their remote work location and in conjunction with their regular work duties in accordance with the district's workers' compensation procedures. See policy GBGD for more information.

Technology

To the extent that the district provides technology devices to those staff members engaging in remote work, the use of such devices is governed by the district's acceptable use policies. Staff members are responsible for protecting all data and ensuring compliance with all regulations regarding confidentiality. Staff engaging in remote work may be held liable for damage to district technology caused by negligence.

PAGE 2 - EBC-R(1) - REMOTE WORK

Technology support will continue to be available, to the extent practicable, and staff members should contact the school-based Technology Contact Person (TCP) or the district's Help Desk at (803) 476-4357 for support.

Note that the district does not cover the cost of home internet, phone, or printing supplies and does not insure personal technology.

Cessation of Remote Work

Remote work will cease when determined appropriate by the superintendent and/or or at the direction of the board. At such time, staff members will be expected to immediately report to their physical work site. Every effort will be made to give reasonable advance notice of cessation of remote work; however, there may be instances when no notice is possible.

Issued ^

REMOTE INSTRUCTION

Code **EBC-R(2)** Issued ___/20

Remote instruction both creates an opportunity for students and teachers to interact in creative ways and allows students to continue learning during situations that necessitate the closure of school and/or district buildings or otherwise disrupt normal operations (e.g. natural disasters, pandemics, etc.). The board authorizes the superintendent to temporarily permit remote instruction when necessary.

Staff members are expected to comply with district policy, state and federal law, and state regulations throughout the remote instruction period.

Grading and Access to Materials

Every student in the district will be provided with the necessary materials to achieve learning objectives during periods of remote instruction. Students are expected to participate in remote learning activities and to complete all remote assignments as instructed by their teachers. Remote assignments are graded and should be submitted in a timely and complete manner. Teachers will consistently monitor academic progress during periods of remote instruction and address any issues that may arise.

Educational equity is of extreme importance to the district; therefore, no student's grade will be impacted due to the student's lack of resources or opportunity to complete remote instruction assignments. District administration will work with families to reduce barriers to remote instruction. Teachers will be empowered with flexibility to adapt instruction and classroom grading policies to address remote learning conditions where some students are unable to access all remote learning materials.

Students with disabilities

During periods of remote instruction, services will be provided to students with disabilities to the same extent as services are provided to students without disabilities. Plans on how instruction will be delivered to address individualized educational plan (IEP) goals, including the provision of related services and access to assistive technology, will be developed on a case-by-case basis in collaboration with the student's IEP team.

Communication

General information on remote instruction can be found on web pages for schools and the district, or by calling the district office. The school and district will also use other communication methods, including its automated system, to communicate with families during periods of remote instruction.

Each teacher has an email address that is listed on web pages for schools and the district. If a family does not have email access, a parent/legal guardian should contact an administrator at their school to determine appropriate alternative means for communication with their child's teacher(s).

During periods of remote instruction, staff members will limit communications with students to matters within the scope of their professional responsibilities and in accordance with policies GBEB and GBEBB, and as set forth in administrative rule GBEBB-R. When one-on-one

PAGE 2 - EBC-R(2) - REMOTE INSTRUCTION

communication between a staff member and student is necessary, staff will make every effort to ensure that a parent/legal guardian is included in such communications.

Student Discipline

The district Code of Conduct will be enforced during periods of remote instruction, and students will be subject to the disciplinary consequences associated with actions they may take while engaging in virtual instruction, including online harassment and bullying.

Student Privacy

Staff members should ensure that the confidentiality of student records is maintained throughout the period of remote instruction and avoid revealing students' protected personally identifiable information absent parental consent. Any virtual classroom environment, including any recordings of such environments, must only be accessible to other students enrolled in the class and must not be posted on public websites (e.g. the district or teacher's website, Facebook, Instagram, etc.). Individuals in the home of students may view or overhear virtual classroom interactions without a violation of student privacy laws.

Copyrights

While there are many exceptions to copyright laws that allow teachers to share instructional materials with students, teachers should ensure that their plans for remote instruction comply with such laws. Generally, teachers should ensure that copyrighted materials they share are necessary parts of the curriculum and should avoid sharing copyrighted materials purely for recreation or entertainment purposes.

Child Welfare

District staff are "mandated reporters" and must report suspected child abuse or neglect when, in a staff member's professional capacity, they have received information that gives them reason to believe that a child has or may be abused or neglected. During periods of remote learning there is an ongoing legal obligation to report such abuse or neglect.

Reports of child abuse or neglect may be made orally by telephone or otherwise to the Department of Social Services of the county of residence or to law enforcement. Reporting suspected abuse to a co-worker or supervisor is not sufficient.

Issued ^